

Wyoming Division of Victim Services

WyoSafe Data Element Dictionary

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Organization of Data Element Dictionary

The WyoSafe Data Element Dictionary (DED) is organized in two different ways to ensure ease of use. It is initially arranged in the order of the data elements from the WyoSafe input screen. It is separated into five sections: victim, incident, offender, child, and services. The data elements that appear in each of those sections are listed as they appear on the screen. This arrangement will be useful to users who have the screen in front of them and can follow the screen data elements. In addition, the WyoSafe DED is organized alphabetically by the names of the data elements or the abbreviated names of data elements seen on the WyoSafe input screen.

Some on-screen element names are used more than once in the WyoSafe DED. For example, “ethnicity” is used with regard to the victim and the offender. Each has a different drop-down menu to choose from and they are listed separately in the WyoSafe DED. Some data elements in the alphabetized version appear twice, first by the name that appears on the WyoSafe input screen and then by the full element name. When multiple element names occur in the WyoSafe DED for a data element, a parenthetical listing is given of the other name. The following elements are contained in the WyoSafe DED:

- WyoSafe Data Element is the name that appears on the WyoSafe data input screen.
- Full Element Name offers a more descriptive name than the data element name alone.
- Definition/Description presents information about the meaning of the element.
- Response Format indicates whether a field is open-format where the user needs to type an answer into the field, closed format where a drop-down menu is available for the user to choose an answer, or check-box where the user needs to check the box for an affirmative answer.
- WyoSafe Reports refer to the kind of reports that can be run from the information that is collected in the WyoSafe system. One type of report that can be run is the individual program report. These reports contain information that is only accessible from the program’s desktop, this information is not available to other program users. The other reports that can be generated from WyoSafe are VAWA, FVPSA, VOCA, and the state summary reports. Where applicable, the question number of the question is listed with the report that provides aggregate data.
- WyoSafe Data Entry Screen is the screen where the data element can be found on the WyoSafe input screen.
- Source indicates how the data could be gathered from a paper trail.

WyoSafe Data Elements listed by WyoSafe Data Entry Screen

Victim Screen

WyoSafe Data Entry Screen	Data Element	Full Element Name	Page Number
Victim	First	Victim's first name	-10-
Victim	Middle	Victim's middle name	-10-
Victim	Last (Maiden)	Victim's last (maiden) name	-10-
Victim	Alt Last (Current)	Victim's alternative or current last name	-10-
Victim	Date of Birth	Victim's date of birth	-11-
Victim	Gender	Victim's gender	-11-
Victim	Ethnicity	Victim's ethnicity	-12-
Victim	Other Ethnicity	Victim's other ethnicity	-13-
Victim	Marital Status	Victim's marital status	-13-
Victim	PVN	Personal victim number	-14-
Victim	Street	Victim's street address	-14-
Victim	City	Victim's city address	-14-
Victim	County	Victim's county address	-14-
Victim	State	Victim's state address	-15-
Victim	Home Phone	Victim's home telephone number	-15-
Victim	Ok to Call	Ok to contact victim on home phone	-15-
Victim	Work Phone	Victim's work telephone number	-15-
Victim	Ok to Call	Ok to contact victim on work phone	-16-
Victim	Alternative Phone	Victim's alternative phone number	-16-
Victim	Okay to Call	Ok to contact victim on alternative phone	-16-
Victim	Level	Victim's level of education	-17-
Victim	Status	Victim's employment status	-17-
Victim	Occupation	Victim's occupation	-18-
Victim	Employer	Victim's employer	-18-
Victim	Source	Victim's additional income sources	-19-
Victim	Other Source	Victim's other additional income sources	-19-
Victim	Circumstance	Victim's special circumstances	-20-
Victim	Other Circumstances	Victim's other special circumstances	-21-
Victim	Text	Victim text notes	-21-

Incident Screen

WyoSafe Data Entry Screen	Data Element	Full Element Name	Page Number
Incident	Date	Date of the report	-22-
Incident	Time	Time of the report	-22-
Incident	Method	Method of initial contact with the victim	-22-
Incident	Type	Type of victimization	-23-
Incident	Other Victimization	Other type of victimization	-25-
Incident	Date	Date of the incident	-25-
Incident	Time	Time of the incident	-25-
Incident	City	City where the incident occurred	-26-
Incident	County	County where the incident occurred	-26-
Incident	State	State where the incident occurred	-26-
Incident	Location Type	Type of location where the incident occurred	-27-
Incident	Other Location Type	The type of location where the incident occurred not already mentioned	-27-
Incident	Text	Text of the description of the incident	-27-
Incident	Alcohol	Alcohol use by the victim	-28-
Incident	Drugs	Drug use by the victim	-29-
Incident	Other Drugs	Drug use by the victim not already mentioned	-30-
Incident	Alcohol	Alcohol use by the offender	-30-
Incident	Drugs	Drug use by the offender	-31-
Incident	Other Drugs	Drug use by the offender not already mentioned	-32-
Incident	Weapons	Weapons used in the incident	-32-
Incident	Other Weapons	Weapons used in the incident not already mentioned	-32-
Incident	Injuries	Injuries sustained by the victim	-33-
Incident	Other Injuries	Injuries sustained by the victim not already mentioned	-33-
Incident	Police Was Notified	Police have been notified about the incident	-33-
Incident	Victim Wants to Notify Police	Victim intends to notify police about the incident	-34-
Incident	Police Dispositions	Police dispositions as related to the incident	-34-
Incident	Other Police Dispositions	Police dispositions as they relate to the incident not already mentioned	-34-
Incident	Relationship	Victim's relationship to the offender	-35-
Incident	Victim Lives With the Offender	Victim lives with the offender	-35-
Incident	Abuse Type	Abuse history (emotional, physical, and sexual) of the victim by the offender	-36-
Incident	Abuse Frequency	Abuse frequency history (emotional, physical, and sexual) of the victim by the offender	-37-
Incident	Text	Text as it relates to incident notes	-37-

Offender Screen

WyoSafe Data Entry Screen	Data Element	Full Element Name	Page Number
Offender	First	Offender's first name	-38-
Offender	Middle	Offender's middle name	-38-
Offender	Last	Offender's current last name	-38-
Offender	Date of Birth	Offender's date of birth	-38-
Offender	Gender	Offender's gender	-39-
Offender	Ethnicity	Offender's ethnicity	-39-
Offender	Other Ethnicity	Offender's other ethnicity	-40-
Offender	Marital Status	Offender's marital status	-40-
Offender	Street	Offender's street address	-40-
Offender	City	Offender's city address	-41-
Offender	County	Offender's county address	-41-
Offender	State	Offender's state address	-41-
Offender	Phone	Offender's telephone number	-41-
Offender	Level	Offender's level of education	-42-
Offender	Status	Offender's employment status	-42-
Offender	Occupation	Offender's occupation	-43-
Offender	Employer	Offender's employer	-43-
Offender	Prior to This Incident	Offender's criminal history prior to this incident	-44-
Offender	Current Status	Offender current criminal status	-45-
Offender	Text	Offender text notes	-46-

Child Screen

WyoSafe Data Entry Screen	Data Element	Full Element Name	Page Number
Child	First Name	Child's first name	-47-
Child	Last Name	Child's last name	-47-
Child	Date of Birth	Child's date of birth	-47-
Child	Gender	Child's gender	-48-
Child	Exposure Type	Child's exposure type to the incident	-48-
Child	Victim Relationship	Victim relationship to the child	-49-
Child	Other Victim Relationship	Victim other relationship to the child	-49-
Child	Offender Relationship	Offender relationship to the child	-50-
Child	Other Offender Relationship	Offender other relationship to the child	-50-
Child	Text	Victim text notes	-50-

Services Screen

WyoSafe Data Entry Screen	Data Element	Full Element Name	Page Number
Child Services	Service	Service - basic service – child services	-51-
Child Services	Service	Service- referrals – child services	-52-
Child Services	Service	Service -shelter– child services	-53-
Child Services	Units	Units– child services	-53-
Child Services	Date	Date– child services	-53-
Child Services	Status	Child services status	-54-
Victim Services	Service	Service - basic service – victim services	-54-
Victim Services	Service	Service – protection order – victim services	-57-
Victim Services	Service	Service – stalking order – victim services	-57-
Victim Services	Service	Service – referrals – victim services	-58-
Victim Services	Service	Service – shelter – victim services	-59-
Victim Services	Service	Service- other services – victim services	-59-
Victim Services	Service	Service- other services – victim services	-60-
Victim Services	Units	Units– victim services	-60-
Victim Services	Date	Date – victim services	-60-
Victim Services	Status	Victim services status	-61-

WyoSafe Data Elements listed alphabetically

Data Element	Full Element Name	WyoSafe Data Entry Screen	Page Number
Abuse Frequency	Abuse frequency history (emotional, physical, and sexual of the victim by the offender	Incident	-63-
Abuse Type	Abuse history (emotional, physical, and sexual) of the victim by the offender	Incident	-64-
Alcohol	Alcohol use by the offender	Incident	-65-
Alcohol	Alcohol use by the victim	Incident	-65-
Alternative Phone	Victim's alternative phone number	Victim	-65-
Alt Last (Current)	Victim's alternative or current last name	Victim	-66-
Basic Service (<i>see Service</i>)	Service -service details - child services	Child Services	-66-
Basic Service (<i>see Service</i>)	Service -service details – victim services	Victim Services	-67-
Circumstance	Victim's special circumstances	Victim	-70-
City	City where the incident occurred	Incident	-71-
City	Offender's city address	Offender	-71-
City	Victim's city address	Victim	-71-
County	County where the incident occurred	Incident	-72-
County	Offender's county address	Offender	-72-
County	Victim's county address	Victim	-72-
Current Status	Offender current criminal status	Offender	-73-
Date	Date– child services	Child Services	-74-
Date	Date of the incident	Incident	-74-
Date	Date of the report	Incident	-74-
Date	Date – victim services	Victim Services	-74-
Date of Birth	Child's date of birth	Child	-75-
Date of Birth	Offender's date of birth	Offender	-75-
Date of Birth	Victim's date of birth	Victim	-76-
Drugs	Drug use by the offender	Incident	-77-
Drugs	Drug use by the victim	Incident	-78-
Employer	Offender's employer	Offender	-78-
Employer	Victim's employer	Victim	-79-
Ethnicity	Offender's ethnicity	Offender	-79-
Ethnicity	Victim's ethnicity	Victim	-80-
Exposure Type	Child's exposure type to the incident	Child	-81-
First	Offender's first name	Offender	-81-
First	Victim's first name	Victim	-81-
First Name	Child's first name	Child	-81-
Gender	Child's gender	Child	-82-
Gender	Offender's gender	Offender	-82-
Gender	Victim's gender	Victim	-83-
Home Phone	Victim's home telephone number	Victim	-83-
Injuries	Injuries sustained by the victim	Incident	-84-
Last	Offender's current last name	Offender	-84-
Last (Maiden)	Victim's last (maiden) name	Victim	-84-
Last Name	Child's last name	Child	-85-
Level	Offender's level of education	Offender	-85-
Level	Victim's level of education	Victim	-86-
Location Type	The type of location where the incident	Incident	-87-

	occurred		
Marital Status	Offender's marital status	Offender	-87-
Marital Status	Victim's marital status	Victim	-88-
Method	Method of initial contact with the victim	Incident	-88-
Middle	Offender's middle name	Offender	-89-
Middle	Victim's middle name	Victim	-89-
Occupation	Offender's occupation	Offender	-89-
Occupation	Victim's occupation	Victim	-89-
Offender Relationship	Offender relationship to the child	Child	-90-
Okay to Call	Ok to contact victim on alternative phone	Victim	-90-
Ok to Call	Ok to contact victim on home phone	Victim	-90-
Ok to Call	Ok to contact victim on work phone	Victim	-91-
Other Circumstances	Victim's other special circumstances	Victim	-91-
Other Drugs	Drug use by offender not already mentioned	Incident	-91-
Other Drugs	Drug use by victim not already mentioned	Incident	-91-
Other Ethnicity	Offender's other ethnicity	Offender	-92-
Other Ethnicity	Victim's other ethnicity	Victim	-92-
Other Injuries	Injuries sustained by the victim not already mentioned	Incident	-92-
Other Location Type	The type of location where the incident occurred not already mentioned	Incident	-93-
Other Offender Relationship	Offender other relationship to the child	Child	-93-
Other Police Dispositions	Police dispositions as they relate to the incident not already mentioned	Incident	-93-
Other Service (<i>see Service</i>)	Service- other services – victim services	Victim Services	-93-
Other Source	Victim's additional income sources	Victim	-94-
Other Victimization	Other type of victimization	Incident	-94-
Other Victim Relationship	Victim other relationship to the child	Child	-94-
Other Weapons	Weapons used in the incident not already mentioned	Incident	-94-
Phone	Offender's telephone number	Offender	-95-
Police Dispositions	Police dispositions as they relate to the incident	Incident	-95-
Police Was Notified	Police have been notified about the incident	Incident	-95-
Prior to This Incident	Offender's criminal history prior to this incident	Offender	-96-
Protection Order (<i>see Service</i>)	Service – protection order – victim services	Victim Services	-97-
PVN	Personal victim number	Victim	-97-
Referrals (<i>see Service</i>)	Service- referrals – child services	Child Services	-98-
Referrals (<i>see Service</i>)	Service- referrals – victim services	Victim Services	-99-
Relationship	Victim's relationship to the offender	Incident	-100-
Service (<i>see Basic Service</i>)	Service - basic service – child services	Child Services	-100-
Service (<i>see Basic Service</i>)	Service - basic service – victim services	Victim Services	-102-
Service (<i>see Other Service</i>)	Service- other services – victim services	Victim Services	-104-
Service (<i>see Protection Order</i>)	Service – protection order – victim services	Victim Services	-105-

Service (<i>see Referrals</i>)	Service- referrals – child services	Child Services	-105-
Service (<i>see Referrals</i>)	Service – referrals – victim services	Victim Services	-106-
Service (<i>see Shelter</i>)	Service -shelter– child services	Child Services	-107-
Service (<i>see Shelter</i>)	Service – shelter – victim services	Victim Services	-107-
Service (<i>see Stalking Order</i>)	Service – stalking order – victim services	Victim Services	-108-
Shelter (<i>see Service</i>)	Service -shelter– child services	Child Services	-108-
Shelter (<i>see Service</i>)	Service – shelter – victim services	Victim Services	-109-
Source	Victim’s additional income sources	Victim	-110-
Stalking Order (<i>see Service</i>)	Service – stalking order – victim services	Victim Services	-111-
State	Offender’s state address	Offender	-111-
State	State where the incident occurred	Incident	-111-
State	Victim’s state address	Victim	-112-
Status	Child services status	Child Services	-112-
Status	Offender’s employment status	Offender	-113-
Status	Victim’s employment status	Victim	-113-
Status	Victim services status	Victim Services	-114-
Street	Offender’s street address	Offender	-116-
Street	Victim’s street address	Victim	-116-
Text	Child text notes	Child	-116-
Text	Incident text notes	Incident	-116-
Text	Offender text notes	Offender	-116-
Text	Text as it related to incident notes	Incident	-117-
Text	Victim text notes	Victim	-117-
Time	Time of the incident	Incident	-117-
Time	Time of the report	Incident	-117-
Type	Type of victimization	Incident	-118-
Units	Units– child services	Child Services	-120-
Units	Units– victim services	Victim Services	-120-
Victim Lives With the Offender	Victim lives in the same place as the offender	Incident	-121-
Victim Relationship	Victim relationship to the child	Child	-121-
Victim Wants to Notify Police	Victim intends to notify police about the incident	Incident	-122-
Weapons	Weapons used in the incident	Incident	-122-
Work Phone	Victim’s work telephone number	Victim	-122-

Victim Panel

WyoSafe Data Element: **First**

Full Element Name: Victim's first name from victim's personal information

Definition Description: The victim's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Middle**

Full Element Name: Victim's middle name from victim's personal information

Definition Description: The victim's chosen middle name (supplementary forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Last (Maiden)**

Full Element Name: Victim's last (maiden) name from victim's personal information

Definition Description: The victim's inherited surname (family name) at birth.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Alt Last (Current)**

Full Element Name: Victim's alternative (current) last name from victim's personal information

Definition Description: The victim's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Date of Birth**

Full Element Name: Victim's date of birth from victim's personal information

Definition Description: This indicates the date of birth of the victim. It is to be entered as the month in which the victim was born, the day in which the victim was born, and the year in which the victim was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program (exact birth date)
- VAWA Q. 23a – Demographics of Victims/Survivors Served or Partially Served –Age Group
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age; Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age; Number of Victims by Shelter Status & Demographics; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service.
- VOCA – Demographics (Age Group)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Age Group)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Gender**

Full Element Name: Victim's gender from victim's personal information

Definition Description: This refers to how a victim personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If the victim is not clear what characteristics of the sex they are.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23b – Demographics of Victims/Survivors Served or Partially Served –Gender
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims by Shelter Status & Demographics; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service.
- VOCA – Demographics (Gender)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Gender)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Ethnicity**

Full Element Name: Victim's ethnicity from victim's personal information

Definition Description: Pertains to the victim's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Closed-format

Choices	When to use choice
White	The victim has origins from Europe, the Middle East, or North Africa. It includes people who indicate their race as White or report entries such as Irish, German, Italian, Eastern European, Arab, or Polish.
Hispanic/Latino	The victim is of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
African American	The victim is an African American or Black American who has origins in any of the black populations of Africa.
Asian	The victim has origins of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes but is not limited to Asian Indian, Chinese, Filipino, Korean, Japanese, and Vietnamese.
Native American	The victim has origins from any of the original peoples of North, Central, or South America and who maintain tribal affiliation or community attachment.
Pacific Islander	The victim has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
Other	The victim is of another race not included in the White, African American, Native American, Asian, or Pacific Islander race categories previously described. Responses such as multiracial, mixed, and interracial should be included here.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23 – Demographics of Victims/Survivors Served or Partially Served –Ethnicity
- FVPSA –Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age
- VOCA – Demographics (Race/Origin)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Race/Origin)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Other Ethnicity**

Full Element Name: Victim's other ethnicity from victim's personal information

Definition Description: Pertains to the victim's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics. This is an ethnicity not already mentioned under ethnicity.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA Q. 23 – Demographics of Victims/Survivors Served or Partially Served –Ethnicity
- FVPSA –Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age
- VOCA – Demographics (Race/Origin)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Race/Origin)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Marital Status**

Full Element Name: Victim's marital status from victim's personal information

Definition Description: The victim's self-reported description of their relationship with a significant other.

Response Format: Closed-format

Choices	When to use choice
Single	Unmarried, but could include a dating or long-term partner with whom the victim does not live.
Married	The victim is in a legal union of two people.
Divorced	The victim's marriage has been legally dissolved.
Separated	The victim has ended cohabitation either by mutual agreement or under a court order.
Live-in	The victim is in a living arrangement in which an unmarried couple live together in a relationship that resembles a marriage.
Widowed	The victim's spouse has died and the victim has not remarried.
Unknown	The marital status of the victim is unknown.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **PVN**

Full Element Name: Victim's PVN from victim's personal information

Definition Description: A number representing a Personal Victim Number (PVN). This number is assigned by the programs.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Street**

Full Element Name: Victim's street name from victim's contact information

Definition Description: The name of the public way in a thoroughfare (street) in a city or town, usually including the sidewalks and buildings lining one or both sides, in which the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **City**

Full Element Name: Victim's city name from victim's contact information

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **County**

Full Element Name: Victim's county name from victim's contact information

Definition Description: The name of the administrative subdivision (county or parish) of a state where the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **State**

Full Element Name: Victim's state name from victim's contact information

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the victim lives.

Response Format: Closed-format (auto-filled Wyoming)

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Home Phone**

Full Element Name: Victim's home phone number from victim's contact information

Definition Description: The home telephone number for the victim, listed with the three digit area code. This can include cell phones if the cell phone is their primary telephone line.

Response Format: (- - -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Ok to Call?**

Full Element Name: Ok to call victim's home phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their home telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Work Phone**

Full Element Name: Victim's work phone number from victim's contact information

Definition Description: The work telephone number for the victim, listed with the three digit area code.

Response Format: (- - -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Ok to Call?**

Full Element Name: Ok to call victim's work phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their work telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Alternative Phone**

Full Element Name: Victim's alternative phone number from victim's contact information

Definition Description: The telephone number for the victim, apart from their home or work number, listed with the three digit area code. This could include a cell phone number.

Response Format: (- -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Okay to Call?**

Full Element Name: Ok to call victim's alternative phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their alternative telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Level**

Full Element Name: Victim's level of education

Definition Description: The highest level of education that the victim has obtained.

Response Format: Closed-format

Choices	When to use choice
Some High School	If the victim has attended but never finished secondary school including grades 9 through 12 or has not obtained a GED.
High School Grad	If the victim has graduated from the 12 th grade.
GED	If the victim has a General Equivalency Diploma (GED) which is the equivalent of earning a high school diploma.
Some College/Votech	If the victim has spent some time attending an institution of higher education that was created to educate and grant degrees or if the offender has spent time at a trade school intended to teach the skilled trades.
College/Votech	If the victim has graduated from an institution of higher education that was created to educate and grant degrees or if the victim has graduated from a trade school intended to teach the skilled trades.
Some Grad School	If the victim has worked towards obtaining a degree from an institution of higher education such as a M.A., M.S., Ph.D., M.D., law degree, etc., but has not completed the program of study.
Grad Degree	If the victim has a graduate degree conferred by an institutions of higher education, such as universities, resulting in the successful completion of a program of study. Such degrees may include a M.A., M.S., Ph.D., M.D, law degree, etc.
Unknown	The victim's level of education is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Status**

Full Element Name: Victim's status of employment

Definition Description: The current employment status of the victim.

Response Format: Closed-format

Choices	When to use choice
Employed	The victim has a job that pays wage or a salary either full or part-time.
Unemployed	The victim is without work; jobless.
Disability	The victim is unable to work because they have a medical condition that is expected to last at least one year or result in death.
Retired	The victim has withdrawn from his/her position or occupation; having ended their working or professional career.
Student	The victim attends a school, college, or university.
Unknown	The employment status of the victim is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Occupation**

Full Element Name: Victim's occupation of employment

Definition Description: The type of job the victim has in order to earn a living.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Employer**

Full Element Name: The name of the victim's employer of employment

Definition Description: The name of the company, or the person, for whom the victim works.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Source**

Full Element Name: Victim's source of additional income

Definition Description: Apart from primary income, any other income which the victim is receiving.

Response Format: Closed-format

Choices	When to use choice
Child Support	If a periodic payment is made directly or indirectly to the victim by a non-custodial parent to the victim for the care and support of children of a relationship that has been terminated.
Disability	If the victim receives money for a disability which may be physical, sensory, cognitive, or intellectual. Mental disorders and chronic disease may also be considered qualifying disabilities. Disability is defined as "a physical or mental impairment that substantially limits one or more major life activities." A disability may occur during a person's lifetime or may be present from birth. Social Security pays benefits to people who cannot work because they have a medical condition that is expected to last at least one year or result in death. An individual may also have disability insurance which pays an insured person an income when that person is unable to work because of an accident or illness. Include Supplemental Security Income (SSI) if the victim receives payment because they are blind, or disabled. Blind or disabled children can also receive SSI.
Pension	If the victim receives a pension because they are no longer earning a regular income from employment. The common use of the term <i>pension</i> is to describe the payments a person receives upon retirement, usually under pre-determined legal and/or contractual terms.
Public	If the victim receives financial help from public assistance, given to homeless and other financially needy people, the aged, or the inhabitants of a disaster-stricken area; relief.
SSI (Supplemental Security Income)	If the victim receives Supplemental Security Income (SSI) because they have low income, few resources and are age 65 or older. If the victim is blind or disabled and receiving SSI, include this under disability.
Spouse	If the victim receives money from their spouse, this could be that the victim does not work but the spouse supports the victim. The victim could also receive alimony from the spouse after a divorce.
Other	If the victim receives any other form of income not previously mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Other Source**

Full Element Name: Victim's other source of additional income

Definition Description: Apart from primary income, any other money that the victim is receiving which is not mentioned as one of the source categories.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Victim Panel

WyoSafe Data Element: **Circumstance**

Full Element Name: The victim's circumstance related to special circumstances

Definition Description: If a victim has a pre-existing condition or a condition produced by the incident that could complicate the victim's situation.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the victim has self-reported that they need help managing their alcohol intake because their pattern of drinking has resulted in health consequences, social problems, or legal issues.
Asian-Speaking	If the victim needs an interpreter because they speak one of the Asian languages (e.g., Chinese, Japanese, Korean) and do not speak enough English to make their circumstances known, or if the victim is Asian and would be more comfortable, culturally, with an Asian person.
Disability	If the victim has a self-reported or known disability. The disability can be physical, sensory, cognitive, or intellectual. Examples include a person who is in a wheelchair, a person who is blind, or a person who has Down syndrome. For mental disorders use Mental/Emotional Health.
Drug Abuse	If the victim has self-reported that they need help managing their drug intake because it has resulted in health consequences, social problems, or legal issues.
Elderly	If the victim is 50 years of age or older, they are consider to be elderly by most program standards.
Homosexual	If the victim has self-reported that they are sexually attracted to people of the same sex. They may identify themselves as being gay, lesbian, bisexual, transgendered, or questioning.
Immigrant/Refugee	If the victim has settled in the USA from another country. This may be due to choice, or they may be fleeing to escape conflict, persecution, or natural disaster.
Incarcerated	If the victim has self reported that they have served, or may have to serve, time in prison.
Medical/Physical Health	If the victim has any self-reported or known medical conditions. This could include heart conditions, asthma, diabetes, or anything else that has to do with the physical body.
Mental/Emotional Health	If the victim has any self-reported or known mental health issues that interfere with the victim's psychological well-being in which the victim is unable to use their cognitive and emotional capabilities to function in society, and to meet the ordinary demands of everyday life. This may include schizophrenia, depression, bi-polar disorder, or any other mental health issue that inhibits the victim from expressing all their emotions appropriately or prevents them from having continual personal growth, a sense of purpose in life, self-acceptance, positive relations with others, and the flexibility to deal with life's inevitable challenges.
Pregnant	If the victim has a fetus developing in her womb.
Prostitute	If the victim takes money for sexual acts.
Rural Area	If the victim lives in a space that is outside of a city or town, and its surrounding areas, of fewer than 50,000 people; and fewer than 1,000 people per square mile; the country or countryside. If the incident is dealt with by the Sheriff's Department.
Spanish-Speaking	If the victim needs an interpreter because they speak Spanish and do not speak enough English to make their circumstances known, or if the victim is Spanish speaking and would be more comfortable, culturally,

Victim Panel

	with a Spanish speaker.
Tribal Area	If the victim lives on an Indian Reservation, Indian Territory, or Land.
Other	If there are any other circumstances that could adversely impact the victim's situation that have not already been covered.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23c – Demographics of Victims/Survivors Served or Partially Served – Special Circumstances
- FVPSA –Number of Victims that have Received Services by Special Need (Victim is Counted Once for each Special Need)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Other Circumstances**

Full Element Name: The victim's other circumstances related to special circumstances

Definition Description: If a victim has a pre-existing condition or a condition produced by the incident that could complicate the victim's situation, which has not already been covered by one of the circumstance categories.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA Q. 23c – Demographics of Victims/Survivors Served or Partially Served – Special Circumstances
- FVPSA –Number of Victims that have Received Services by Special Need (Victim is Counted Once for each Special Need)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to victim notes

Definition Description: Detailed notes about the victim.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Incident Panel

WyoSafe Data Element: **Date**

Full Element Name: Date of the victim's initial contact with the program

Definition Description: The date the victim first had contact with the program, even if in response to mail or telephone inquiries from victim witness programs. This should be entered as month, day, and year.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Time**

Full Element Name: Time of the victim's initial contact with the program

Definition Description: The time that the victim first had contact with the program, even if in response to mail or telephone inquiries from victim witness programs.

Response Format: HH:MM

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Method**

Full Element Name: Method of initial contact with the victim

Definition Description: Method by which the victim initially contacted the program. In the case of victim witness programs or similar organizations, this could be the method by which the victim was contacted.

Response Format: Closed-format

Choices	When to use choice
Crisis Line	The victim first contacted the program from a crisis line or a telephone number that enables members of the public to make direct contact with a special service offering information, advice, or help, usually on a serious or urgent matter.
Office Visit	The victim first contacted the program by visiting the program's physical office in person.
Phone Call to Office	The victim first contacted the program by placing a telephone call to the program's office.
Phone Call to Victim	The victim was first contacted by a telephone call from organization personnel.
Letter to Victim	The victim was first contacted by a letter from organization personnel.
Unknown	The method the victim used to initially contact the program is unknown.

WyoSafe Reports:

- Individual Program Only

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Type**

Full Element Name: Type of victimization

Definition Description: Type of victimization the victim has experience during this incident.

Response Format: Closed-format

Choices	When to use choice
Adult Sexual Assault	The victim is 18 or older and has been sexually assaulted. This can be physical, verbal, or voyeuristic, and is unwanted and/or against the victim's will, or without their consent.
Adult Molested as Child	The victim is now 18 or over but is reporting an incident that happened to them when they were under the age of 18.
Assault	The victim has been assaulted. This includes physical attacks, or threatening gestures that would alarm any reasonable person.
Breach of Peace	The victim has witnessed any act or conduct that seriously endangers or disturbs public peace and order. Examples include using abusive or obscene language in a public place, resisting a lawful arrest, and trespassing or damaging property when accompanied by violence.
Child Physical Abuse	The victim is under the age of 18 and the incident involved non-accidental abuse. The incident resulted in physical injury to the victim which may have been by punching, beating, kicking, biting, burning, or otherwise harming a child.
Child Sexual Abuse	The victim is under the age of 18, and unwanted sexual behaviors have taken place. Behaviors that are sexually abusive often involve bodily contact, such as in the case of sexual kissing, touching, fondling of genitals, and oral, anal, or vaginal intercourse. However, behaviors may be sexually abusive even if they don't involve contact, such as in the case of genital exposure ("flashing"), verbal pressure for sex, and sexual exploitation for purposes of prostitution or pornography.
Credit Card Fraud	The victim has experience theft or fraud committed against them by unauthorized use of a credit card or any similar payment mechanism as a fraudulent source of funds in a transaction.
Criminal Trespass	The victim has experienced a non licensed or privileged person entering or remaining in a place where they are not authorized to be.
Domestic Violence	The victim has had a family member, partner, or ex-partner attempting to physically or psychologically dominate them. It can include physical violence, sexual abuse, emotional abuse, intimidation, economic deprivation, or threats of violence. It can also include passive abuse such as neglect, spiritual, or intellectual abuse.
DUI/DWI Crash	The victim has been the victim of an incident in which another person was driving under the influence of alcohol or other drugs. Examples would include an intoxicated driver hitting the victim's car, or an intoxicated driver damaging the victim's property.
Elder Abuse	The victim is an elderly person (50 years or older) and has been subjected to abuse which may be physical, sexual, emotional, financial, or neglect. 1) Physical abuse is the willful infliction of pain or injury such as slapping, bruising, or restraining, 2) Sexual abuse is the infliction of non-consensual sexual contact of any kind, 3) Emotional or psychological abuse is the infliction of mental or emotional anguish, such as humiliating, intimidating, or threatening, 4) Financial or material exploitation is the improper act or process of an individual, using the resources of an older person, without his/her consent, for someone else's benefit, 5) Neglect is the failure of a caretaker to provide goods or

Incident Panel

	services necessary to avoid physical harm, mental anguish or mental illness, such as abandonment, denial of food, or health related services.
Forgery	If the victim has experienced intent to defraud whereby a false product is made to appear true.
Hit and Run	If the incident involved the offender colliding with the victim, their personal property (including their motor vehicle) or a fixture, and failing to stop and identify oneself.
Identity Theft	If the offender has fraudulently pretended to be the victim in order to steal money or get other benefits.
Insufficient Funds (Non-sufficient Funds)	If the victim has received a payment (a check) which cannot be honored because insufficient funds are available in the account in which the check was drawn. In other words, a check has been presented for clearance, but the amount written on the check exceeds the available balance in the account. Also known as a bad check, a bounced check.
Kidnapping	The victim had been captured and carried away by another person against their will and who held them in false imprisonment.
Property Destruction	The victim has experienced willful or malicious destruction, injury, disfigurement, or defacement of their property, real or personal, without their consent.
Robbery	The victim was involved in an incident where something of value was taken or attempted to be taken from the care, custody, or control of them by force, threat of force, violence or threat of violence and/or by putting the victim in fear. The short definition of robbery is theft from a person by use of force or fear. The necessary elements of the crime are specific intent and theft from a person by use of force or fear. The level of force or fear does not have to be great to meet the statutory requirement.
Shoplifting	The victim has had goods from their retail establishment stolen.
Stalking	The victim has received unwanted attention in a series of actions from someone which, when taken individually, might constitute legal behavior. For example, sending flowers, writing love notes, and waiting for someone outside their place of work are actions, that on their own, are not criminal. When these actions are coupled with an intent to instill fear or injury, however, they may constitute a pattern of behavior that is illegal.
Survivor of Homicide	The victim is an individual who had special ties of kinship with the person murdered, and who was therefore victimized not only by the loss of someone close but also by the horrific circumstances of the untimely death. Survivors are usually thought of as family members or close friends, but at times, the term may include people with seemingly more distant relationships such as neighbors, schoolmates, and members of the community at large.
Traffic Violation (Accident)	The victim has been involved in a traffic accident and the offender has no insurance.
Unknown	The victim is not sure what crime has been committed against them.

WyoSafe Reports:

- Individual Program
- VAWA Q. 21 Victims Distributed by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, Stalking); Q. 24 Victim Distribution by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, Stalking)

Incident Panel

- VOCA – Number of victims served during the reporting period. A victim is counted once per incident in which he/she received services - Victimization
- State Summary – Unduplicated Count of Victims with at Least One Incident – Counts of Incidents by Victimization

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Victimization**

Full Element Name: Other type of victimization

Definition Description: Apart from the categories in Type, the type of victimization the victim has experience during this incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VOCA – Number of victims served during the reporting period. A victim is counted once per incident in which he/she received services - Victimization
- State Summary – Unduplicated Count of Victims with at Least One Incident – Counts of Incidents by Victimization

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Date**

Full Element Name: Date of the incident

Definition Description: The date the incident occurred to the victim. This should be entered as month, day, and year.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Time**

Full Element Name: Time of the incident

Definition Description: The time the incident occurred to the victim.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **City**

Full Element Name: City under the time and location of the incident

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **County**

Full Element Name: County under the time and location of the incident

Definition Description: The name of the administrative subdivision (county or parish) of a state where the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **State**

Full Element Name: State under the time and location of the incident

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Location Type**

Full Element Name: Location type under time and location of the incident

Definition Description: The type of place where the incident occurred.

Response Format: Closed-format

Choices	When to use choice
Hotel/Motel	The incident took place in an establishment that provides lodging and usually meals and other services for travelers and other paying guests.
Offender's Home	The incident took place in the residence or the place of dwelling of the person who has been accused of the offense.
Other	The incident took place in a location that is not otherwise mentioned.
Public Area	The incident took place in a space that is open and accessible to all people, regardless of gender, race, ethnicity, age, or socioeconomic background.
Rural Area	The country or countryside, or if the incident is dealt with by the Sheriff's Department.
Shared Residence	The incident took place in a residence where the victim and the offender share the same place of dwelling.
Street Parking Lot	The incident took place in an area, often paved, for parking a number of motor vehicles off the street.
Vehicle	The incident took place in or on a device or structure for transporting persons or things; a conveyance. A vehicle may include bicycles, cars, motorcycles, trains, ships, boats, and aircraft.
Victim's Home	The incident took place in the residence or place of dwelling of the victim.
Unknown	The location of the incident is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Location Type**

Full Element Name: Other location type under time and location of the incident

Definition Description: The type of place where the incident occurred that has not already been mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Text**

Full Element Name: Text of the description of the incident

Definition Description: Detailed notes about the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Alcohol**

Full Element Name: Alcohol as it relates to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of alcohol, a drink that contains ethanol such as beer, wine, or spirits, at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Yes	If the victim reports that they were under the influence of alcohol at the time of the incident.
No	If the victim reports that they were not under the influence of alcohol at the time of the incident.
Unknown	If the victim does not know whether they were under the influence of alcohol at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Drugs**

Full Element Name: Drugs as they relate to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of illegal drugs at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Cocaine	If the victim has reported that they were under the influence of cocaine at the time of the incident. Cocaine is a psycho stimulant drug that can be injected, inhaled or smoked. It has a direct effect on the brain, producing euphoric feelings of power and energy, and leaves the user with feelings of depression after the initial high has worn off.
Crack	If the victim has reported that they were under the influence of crack at the time of the incident. Crack or crack cocaine earned its name from the noise it makes when being smoked (a "cracking" noise). It is formed through a freebase process, where cocaine is combined and cooked with baking soda to form white, powdery chunks or rocks that can be smoked through the use of a pipe or bong. Crack, because it is primarily smoked, produces much more immediate and short-lived effects than snorting lines of cocaine, due to the quick absorption in the body.
Heroin	If the victim has reported that they were under the influence of heroin at the time of the incident. Heroin is a synthetic opiate drug that is highly addictive. It is made from morphine, a naturally occurring substance extracted from the seed pod of the Asian opium poppy plant. Heroin usually appears as a white or brown powder or as a black sticky substance, known as "black tar heroin."
Marijuana	If the victim has reported that they were under the influence of marijuana at the time of the incident. Marijuana is a dry, shredded green and brown mix of flowers, stems, seeds, and leaves derived from the hemp plant Cannabis sativa. Also known as weed, pot, dope, grass, blow.
Meth	If the victim has reported that they were under the influence of meth at the time of the incident. Methamphetamine is a very addictive stimulant drug that affects the central nervous system. It is a Schedule II stimulant, which means it has a high potential for abuse and is available only through a prescription that cannot be refilled. However, its medical uses are limited and the doses prescribed are much lower than those typically abused. Most of the methamphetamine abused in this country comes from foreign or domestic superlabs, although it can also be made in small, illegal laboratories, where its production endangers the people in the labs, neighbors, and the environment.
Other	If the victim has reported that they were under the influence of any other drug not already mentioned at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Other Drugs**

Full Element Name: Other drugs as they relate to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of any other illegal drugs not already mentioned at the time of the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Programs

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Alcohol**

Full Element Name: Alcohol as it relates to the offender's use of alcohol and drugs

Definition Description: The offender was under the influence of alcohol, a drink that contains ethanol such as beer, wine, or spirits, at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Yes	If the victim reports that the offender was under the influence of alcohol at the time of the incident.
No	If the victim reports that the offender was not under the influence of alcohol at the time of the incident.
Unknown	If the victim does not know whether the offender was under the influence of alcohol at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Drugs**

Full Element Name: Drugs as they relate to the offender's use of alcohol and drugs

Definition Description: The offender was under the influence of illegal drugs at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Cocaine	If the victim has reported that the offender was under the influence of cocaine at the time of the incident. Cocaine is a psycho stimulant drug that can be injected, inhaled or smoked. It has a direct effect on the brain, producing euphoric feelings of power and energy, and leaves the user with feelings of depression after the initial high has worn off.
Crack	If the victim has reported that the offender was under the influence of crack at the time of the incident. Crack or crack cocaine earned its name from the noise it makes when being smoked (a "cracking" noise). It is formed through a freebase process, where cocaine is combined and cooked with baking soda to form white, powdery chunks or rocks that can be smoked through the use of a pipe or bong. Crack, because it is primarily smoked, produces much more immediate and short-lived effects than snorting lines of cocaine, due to the quick absorption in the body.
Heroin	If the victim has reported that the offender was under the influence of heroin at the time of the incident. Heroin is a synthetic opiate drug that is highly addictive. It is made from morphine, a naturally occurring substance extracted from the seed pod of the Asian opium poppy plant. Heroin usually appears as a white or brown powder or as a black sticky substance, known as "black tar heroin."
Marijuana	If the victim has reported that the offender was under the influence of marijuana at the time of the incident. Marijuana is a dry, shredded green and brown mix of flowers, stems, seeds, and leaves derived from the hemp plant Cannabis sativa. Also known as weed, pot, dope, grass, blow.
Meth	If the victim has reported that the offender was under the influence of meth at the time of the incident. Methamphetamine is a very addictive stimulant drug that affects the central nervous system. It is a Schedule II stimulant, which means it has a high potential for abuse and is available only through a prescription that cannot be refilled. However, its medical uses are limited and the doses prescribed are much lower than those typically abused. Most of the methamphetamine abused in this country comes from foreign or domestic superlabs, although it can also be made in small, illegal laboratories, where its production endangers the people in the labs, neighbors, and the environment.
Other	If the victim has reported that the offender was under the influence of any other drug not already mentioned at the time of the incident.

WyoSafe Reports: Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Other Drugs**

Full Element Name: Other drugs as they relate to the offender's use of alcohol and drugs

Definition Description: The offender was under the influence of any other illegal drugs not already mentioned at the time of the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Weapons**

Full Element Name: Weapons used by the offender

Definition Description: The weapons that the offender used during the incident. A weapon can be defined as a tool used to apply or threaten to apply force for the purpose of attacking.

Response Format: Closed-format

Choices	When to use choice
Gun	If the offender had a weapon that discharges a missile at high velocity (especially from a metal tube or barrel). This may include hand guns, rifles, etc.
Hands/Feet	If the offender used physical force with the victim, this may include kicking, punching, slapping, or restraining the victim during the incident.
Knife/Cutting Instrument	If the offender used an instrument consisting of a sharp blade at the time of the incident.
None	If the offender used no weapons of which the victim was aware during the incident.
Other:	If the offender used another type of weapon during the incident that is not already mentioned. This may include bats, rope, car, teeth, etc.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Weapons**

Full Element Name: Other weapons used by the offender

Definition Description: The weapons, not already mentioned, that the offender used during the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Injuries**

Full Element Name: Injuries sustained by the victim

Definition Description: Physical damage sustained to the victim's body, or part of the victim's body, during the incident.

Response Format: Closed-format

Choices	When to use choice
Broken Bones	The victim sustained a break in the continuity of the bone, also called a fracture.
Internal Injury	The victim sustained an internal injury, involving the liver, spleen, stomach, colon, pancreas, blood vessels, or any other trauma to the abdomen.
Loss of Teeth	One or more of the victim's teeth were knocked out.
Minor	The victim sustained minor injuries. These are injuries that could be treated without medical attention including bruises, sprains, strains, and skin wounds.
None	The victim has sustained no physical damage to the body or parts of the body.
Severe Laceration	The victim sustained a harsh wound involving living tissues (especially an injury involving a cut or break to the skin).
Unconsciousness	The victim lost consciousness because of the incident. The victim was unaware of themselves and their surroundings, and lacked the ability to respond to stimuli in the environment.
Other:	Any other physical damage sustained to the victim's body or parts of the victim's body not previously mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Injuries**

Full Element Name: Other injuries sustained by the victim

Definition Description: Physical damage to the victim's body, or parts of the victim's body sustained during the incident which have not already been mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Police Was Notified**

Full Element Name: Police was notified about the incident

Definition Description: The victim has notified the police about the incident.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Victim Wants to Notify Police**

Full Element Name: Victim wants to notify police about the incident

Definition Description: The victim has not yet notified the police about the incident, but intends to contact the police about this incident in the future.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Police Dispositions**

Full Element Name: Police dispositions as they relate to the incident

Definition Description: The action the police took after being informed about the incident.

Response Format: Closed-format

Choices	When to use choice
Mediation by Officer	The officer negotiated to resolve the difference between the victim and the offender.
Offender Arrested	The offender was taken into custody by a legal authority in response to the incident.
Offender Not Found	Police looked for the offender, but were not able to locate the offender.
Papers Filed Against	The police did not have enough evidence to arrest the offender, but filed papers against the offender.
Referred	The officer directed the victim to a source for help or information.
Separated Victim/Offender	The officer separated or removed the victim from the offender.
Other:	Any other final outcome that the officer may have exercised during that incident that has not already been mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Police Dispositions**

Full Element Name: Other police dispositions as they relate to the incident

Definition Description: The action the police took after being informed about the incident, apart from the dispositions already mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Relationship**

Full Element Name: Victim's relationship to the offender

Definition Description: The victim's relationship to the offender.

Response Format: Closed-format

Choices	When to use choice
Acquaintance	If the victim knew the offender slightly.
Child	If the offender is one of the victim's parents.
Dating Partner	If the victim is currently in a social relationship of a romantic or intimate nature with the offender.
Former Dating Partner	If the victim was previously in a social relationship of a romantic or intimate nature with the offender.
Former Spouse	If the victim and offender were previously married to one another.
Live-in Partner	If the victim and offender are currently in a living arrangement in which they live together in a long-term relationship that resembles a marriage.
Other Relative	If the offender was a person related to the victim by blood, marriage, or adoption. Not a parent, child, spouse, or sibling. This could include aunts, uncles, grandparents, step-siblings, etc.
Parent	If the victim is the offender's natural or adoptive mother or father.
Sibling	If the victim is the sister or brother of the offender.
Spouse	If the victim and offender are currently married.
Stranger	If the offender was not known to the victim. A stranger is one who is neither a friend nor an acquaintance.
Unknown	If the victim did not see the offender, and does not know who the offender was.

WyoSafe Reports:

- Individual Program
- VAWA Q. 24 Victims Distribution by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, and Stalking)

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Victim Lives With the Offender**

Full Element Name: Victim lives with the offender as it relates to the victim's relationship with offender

Definition Description: The victim and offender are currently living in the same residence

Response Format: Checkbox

WyoSafe Reports:

- Individual Program.

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Abuse Type**

Full Element Name: Abuse type as it relates to the frequency and type of abuse sustained by the victim from the offender

Definition Description: The type of abuse the offender inflicted on the victim.

Response Format: Closed-format

Choices	When to use choice
Emotional	The offender inflicted emotionally or psychologically harmful abuse on the victim. Methods of emotional abuse include causing fear by intimidation, destruction of pets and property, and forcing isolation from family, friends, school, or work. More subtle tactics include putdowns, and denial that previous incidents actually happened. Emotional abuse can also include humiliating the victim privately or publicly, controlling what the victim can and cannot do, withholding information from the victim, deliberately doing something to make the victim feel diminished or embarrassed, implicitly blackmailing the victim by harming others when the victim expresses independence or happiness, or denying the victim access to money or other basic resources and necessities. Modern technologies have also created new forms of emotional abuse such as text messaging and online cyber-bullying.
Physical	The offender inflicted physical abuse on the victim. Physical abuse is the intentional use of physical force with the potential for causing injury, harm, disability, or death, for example, hitting, shoving, biting, restraining, kicking, or use of a weapon.
Sexual	The offender inflicted sexual abuse on the victim. Sexual abuse occurs when one person uses a position of authority to compel another person to engage in an otherwise unwanted sexual activity. Sexual abuse can include any of the following: non-consensual forced physical sexual behavior such as rape or sexual assault, sexual kissing, fondling, exposure of genitalia, voyeurism, exposing a child to pornography, saying sexually suggestive statements towards a child, the use of a position of trust to compel otherwise unwanted sexual activity without physical force, or incest, when any of these are coerced by force or emotional manipulation. Sexual abuse also consists of the following: use of physical force to compel a person to engage in a sexual act against his or her will, whether or not the act is completed; attempted or completed sex act involving a person who is unable to understand the nature or condition of the act, unable to decline participation, or unable to communicate unwillingness to engage in the sexual act, e.g., because of underage immaturity, illness, disability, or the influence of alcohol or other drugs, or because of intimidation or pressure; and abusive sexual contact.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Incident Panel

WyoSafe Data Element: **Abuse Frequency**

Full Element Name: Abuse frequency as it relates to the frequency and type of abuse sustained by the victim from the offender

Definition Description: The rate of occurrence to which the victim has been subjected to emotional, physical, or sexual abuse by this offender.

Response Format: Closed-format

Choices	When to use choice
Never	The offender has at no time, not in any way, not under any condition, inflicted a particular type of abuse (emotional, physical, or sexual) on the victim.
First Time	The incident that the victim has mentioned is the first time that a particular type of abuse has occurred. This type of abuse has never happened before.
Daily	The victim is subjected to the mentioned type of abuse from the offender on a daily basis. Daily meaning happening or done every day, on average.
Weekly	The victim is subjected to the mentioned type of abuse from the offender on a weekly basis. Weekly means occurring or done once a week, on average.
Monthly	The victim is subjected to the mentioned type of abuse from the offender on a monthly basis. Monthly means occurring or done once a month, on average.
Every 3 Months	The victim is subjected to the mentioned type of abuse every three months. Every three months means occurring or done on average, once every three months.
Once a Year	The victim is subjected to the mentioned type of abuse once a year. Once a year means occurring or done, on average, once per year.
Unknown	The victim does not know how often the abuse happens.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to incident notes

Definition Description: Detailed notes about the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Offender Panel

WyoSafe Data Element: **First**

Full Element Name: Offender's first name from offender's personal information

Definition Description: The offender's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Middle**

Full Element Name: Offender's middle name from offender's personal information

Definition Description: The offender's chosen middle name (supplementary forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Last**

Full Element Name: Offender's last name from offender's personal information

Definition Description: The offender's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Date of Birth**

Full Element Name: Offender's date of birth from offender's personal information

Definition Description: This indicates the date of birth of the offender. It is to be entered as the month in which the offender was born, the day in which the offender was born, and the year in which the offender was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Gender**

Full Element Name: Offender's gender from offender's personal information

Definition Description: This refers to how an offender personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If it is not clear what characteristics of sex the offender has.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Ethnicity**

Full Element Name: Offender's ethnicity from offender's personal information

Definition Description: Pertains to the offender's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Closed-format

Choices	When to use choice
White	The offender has origins from Europe, the Middle East, or North Africa. It includes people who indicate their race as White or report entries such as Irish, German, Italian, Eastern European, Arab, or Polish.
Hispanic/Latino	The offender is of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin regardless of race.
African American	The offender is an African American or Black American who has origins in any of the black populations of Africa.
Asian	The offender has origins of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes but is not limited to Asian Indian, Chinese, Filipino, Korean, Japanese, and Vietnamese.
Native American	The offender has origins from any of the original peoples of North, Central, or South America and who maintain tribal affiliation or community attachment.
Pacific Islander	The offender has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
Other	The offender is of another race not included in the White, African American, Native American, Asian, or Pacific Islander race categories previously described. Responses such as multiracial, mixed, and interracial should be included here.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Other Ethnicity**

Full Element Name: Offender's other ethnicity from offender's personal information

Definition Description: Pertains to the offender's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Marital Status**

Full Element Name: Offender's marital status from offender's personal information

Definition Description: The offender's relationship with a significant other.

Response Format: Closed-format

Choices	When to use choice
Single	Unmarried, but could include a dating or long-term partner with whom the offender does not live.
Married	The offender is in a legal union of two people.
Divorced	The offender's marriage has been legally dissolved.
Separated	The offender has ended cohabitation either by mutual agreement or under a court order.
Live-in	The offender is in a living arrangement in which an unmarried couple lives together in a relationship that resembles a marriage.
Widowed	The offender's spouse has died and the offender has not remarried.
Unknown	The marital status of the offender is unknown.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Street**

Full Element Name: Offender's street name from offender's contact information

Definition Description: The name of the public way in a thoroughfare (street) in a city or town, usually including the sidewalks and buildings lining one or both sides, in which the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **City**

Full Element Name: Offender's city name from offender's contact information

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **County**

Full Element Name: Offender's county name from offender's contact information

Definition Description: The name of the administrative subdivision (county or parish) of a state where the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **State**

Full Element Name: Offender's state name from offender's contact information

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Phone**

Full Element Name: Offender's phone number from offender's contact information

Definition Description: The telephone number for the offender, listed with the three digit area code. This can be a home, work, or cell phone number.

Response Format: (- - -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Level**

Full Element Name: Offender's level of education

Definition Description: The highest level of education that the offender has obtained.

Response Format: Closed-format

Choices	When to use choice
Some High School	If the offender has attended but never finished secondary school including grades 9 through 12 or has not obtained a GED.
High School Grad	If the offender has graduated from the 12 th grade.
GED	If the offender has a General Equivalency Diploma (GED) which is the equivalent of earning a high school diploma.
Some College/Votech	If the offender has spent some time attending an institution of higher education that was created to educate and grant degrees or if the offender has spent time at a trade school intended to teach the skilled trades.
College/Votech	If the offender has graduated from an institution of higher education that was created to educate and grant degrees or if the offender has graduated from a trade school intended to teach the skilled trades.
Some Grad School	If the offender has worked towards obtaining a degree from an institution of higher education such as a M.A., M.S., Ph.D., M.D., law degree, etc., but has not completed the program of study.
Grad Degree	If the offender has a graduate degree conferred by an institution of higher education, such as universities, resulting in the successful completion of a program of study. Such degrees may include a M.A., M.S., Ph.D., M.D, law degree, etc.
Unknown	The offender's level of education is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Status**

Full Element Name: Offender's status of employment

Definition Description: The current employment status of the offender.

Response Format: Closed-format

Choices	When to use choice
Employed	The offender has a job that pays wage or a salary either full or part-time.
Unemployed	The offender is without work; jobless.
Disability	The offender is unable to work because they have a medical condition that is expected to last at least one year or result in death.
Retired	The offender has withdrawn from his/her position or occupation; having ended their working or professional career.
Student	The offender attends a school, college, or university.
Unknown	The employment status of the offender is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Occupation**

Full Element Name: Offender's occupation of employment

Definition Description: The type of job the offender has in order to earn a living.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Employer**

Full Element Name: The name of the offender's employer of employment

Definition Description: The name of the company, or the person, for whom the offender works

WyoSafe Reports:

- Individual Program

Response Format: Open-format

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Prior to This Incident**

Full Element Name: Offender's criminal history prior to this incident

Definition Description: The offender's criminal history related to any event prior to this incident.

Response Format: Closed-format

Choices	When to use choice
Arrested	The offender has been held as a suspected criminal by a legal authority, such as a law enforcement officer. An arrest may be made legally based on a warrant issued by a court after receiving a sworn statement of probable cause to believe there has been a crime committed by this person, for an apparent crime committed in the presence of the arresting officer, or upon probable cause to believe a crime has been committed by that person.
Bond	The offender has paid bail bond money to the court to ensure that they will later appear in court for a crime in which they have been arrested. If the defendant appears in court as required, the court will refund the bail bond. If the defendant fails to appear, the court will keep the bail bond money and issue a warrant for the defendant's arrest. The amount of a bail bond often depends on a number of circumstances such as the nature of the crime allegedly committed and the risk that the defendant will fail to appear in court.
Jail	The offender has been legally detained in a correctional institution. This includes either accused persons awaiting trial or for those who have been convicted of a crime and are serving a sentence of less than one year.
Parole	The offender has been released on parole. Parole is the early supervised release of a prison inmate. A variant of parole is known as "time off for good behavior," or, colloquially, "good time." In some cases "good time" can reduce the maximum sentence by as much as one-third. It is usually not made available to inmates serving life sentences, as there is no release date that can be moved up.
Penitentiary	The offender has served time in a place for imprisonment, reformatory discipline, or punishment, especially a prison maintained in the U.S. by a state or the federal government for serious offenders.
Probation	The offender has been on probation. This is a method of substituting supervision by a court-appointed agent in lieu of imprisonment. As a general rule, probation is used mostly in instances of misdemeanors committed by youthful offenders and first offenders. During this period, the offender must not commit criminal offenses and must report to the probation officer at regular intervals to give an account of his or her activities, including employment and leisure time. At the end of the probation period, the probationer is discharged.
Cited in protection order	The offender has been named in a civil or criminal order to stay away from a particular person

WyoSafe Reports:

- Individual Program Only

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Current Status**

Full Element Name: Offender's current criminal status due to this incident

Definition Description: The offender's criminal status related to this incident.

Response Format: Closed-format

Choices	When to use choice
Arrested	The offender has been arrested because of this incident. They have been held as a suspected criminal by a legal authority, such as a law enforcement officer: An arrest may be made legally based on a warrant issued by a court after receiving a sworn statement of probable cause to believe there has been a crime committed by this person, for an apparent crime committed in the presence of the arresting officer, or upon probable cause to believe a crime has been committed by that person.
Bond	The offender has paid bail bond money to the court to ensure that they will later appear in court for the incident against the victim. If the defendant appears in court as required, the court will refund the bail bond. If the defendant fails to appear, the court will keep the bail bond money and issue a warrant for the defendant's arrest. The amount of a bail bond often depends on a number of circumstances such as the nature of the crime allegedly committed and the risk that the defendant will fail to appear in court.
Jail	The offender has been legally detained in a correctional institution because of the incident against the victim. This includes either accused persons awaiting trial or for those who have been convicted of a crime and are serving a sentence of less than one year.
Parole	The offender has been released on parole. Parole is the early supervised release of a prison inmate. A variant of parole is known as "time off for good behavior," or, colloquially, "good time." In some cases "good time" can reduce the maximum sentence by as much as one-third. It is usually not made available to inmates serving life sentences, as there is no release date that can be moved up.
Penitentiary	The offender is serving time in a place for imprisonment, reformatory discipline, or punishment, especially a prison maintained in the U.S. by a state or the federal government for serious offenders because of the offence against the victim.
Probation	The offender is on probation because of the incident against the victim. This is a method of substituting supervision by a court-appointed agent in lieu of imprisonment. As a general rule, probation is used mostly in instances of misdemeanors committed by youthful offenders and first offenders. During this period, the offender must not commit criminal offenses and must report to the probation officer at regular intervals to give an account of his or her activities, including employment and leisure time. At the end of the probation period, the probationer is discharged.
Cited in protection order	The offender is named in a civil or criminal order to stay away from the victim due to the incident that has been reported.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Offender Panel

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to offender notes

Definition Description: Detailed notes about the offender.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Child Panel

WyoSafe Data Element: **First Name**

Full Element Name: Child's first name from personal information

Definition Description: The child's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Last Name**

Full Element Name: Child's last name from personal information

Definition Description: The child's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Date of Birth**

Full Element Name: Child's date of birth from personal information

Definition Description: This indicates the date of birth of the child. It is to be entered as the month in which the child was born, the day in which the child was born, and the year in which the child was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

Child Panel

WyoSafe Data Element: **Gender**

Full Element Name: Child's gender from personal information

Definition Description: This refers to how a child personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If the child is not clear what characteristics of the sex they are.

WyoSafe Reports:

- Individual Program
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Exposure Type**

Full Element Name: Child's exposure type to the incident

Definition Description: The type of experience the child has had with the incident.

Response Format: Closed-format

Choices	When to use choice
Physically	The child was physically involved in the incident. This may include, but is not limited to, intervening in the incident and/or being physically abused.
Sight	The child has witnessed (seen) the incident.
Verbally	The child has heard the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

Child Panel

WyoSafe Data Element: **Victim Relationship**

Full Element Name: Victim relationship to the child

Definition Description: The victim's relationship to the child.

Response Format: Closed-format

Choices	When to use choice
Father	The victim is the male parent of the child.
Step-father	The victim is the husband of the child's mother, but not the child's natural father.
Father's Intimate Partner	The victim is an intimate partner of the child's father.
Mother	The victim is the female parent of the child.
Step-mother	The victim is the wife of the child's father, but not the child's natural mother.
Mother's Intimate Partner	The victim is an intimate partner of the child's mother.
Sibling	The victim is a natural sister or brother of the child.
Grandparent	The victim is the parent of the child's mother or father.
Other Relative	The victim is any other relative not a father, mother, sibling, step-father, step-mother, grandparent, father's intimate partner, or mother's intimate partner who is related to the child by blood, marriage, or adoption.
Other	The relationship between the child and the victim is something else that has not already been mentioned.
Unknown	The relationship between the child and the victim is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Other Victim Relationship**

Full Element Name: Victim other relationship to the child

Definition Description: The victim's relationship to the child that has not already been covered. This cannot be the mother, father, sibling, step-father, step-mother, grandparent, father's intimate partner, mother's intimate partner, other relative, or unknown.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

Child Panel

WyoSafe Data Element: **Offender Relationship**

Full Element Name: Offender relationship to the child

Definition Description: The offender's relationship to the child.

Response Format: Closed-format

Choices	When to use choice
Father	The offender is the male parent of the child.
Step-father	The offender is the husband of the child's mother, but not the child's natural father.
Father's Intimate Partner	The offender is an intimate partner of the child's father.
Mother	The offender is the female parent of the child.
Step-mother	The offender is the wife of the child's father, but not the child's natural mother.
Mother's Intimate Partner	The offender is an intimate partner of the child's mother.
Sibling	The offender is a natural sister or brother of the child.
Grandparent	The offender is the parent of the child's mother or father.
Other Relative	The offender is any other relative not a father, mother, sibling, step-father, step-mother, grandparent, father's intimate partner, or mother's intimate partner who is related to the child by blood, marriage, or adoption.
Other	The relationship between the child and the offender is something else that has not already been mentioned.
Unknown	The relationship between the offender and child is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Other Offender Relationship**

Full Element Name: Offender other relationship to the child

Definition Description: The offender's relationship to the child that has not already been covered. This cannot be the mother, father, sibling, step-father, step-mother, grandparent, father's intimate partner, mother's intimate partner, other relative, or unknown.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to child notes

Definition Description: Detailed notes about the child.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

Service Panel

WyoSafe Data Element: **Service**

Full Element Name: Basic service under service details in child services

Definition Description: A particular intangible asset that would be beneficial to the child if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Child Advocacy	If the child qualifies for or requests a voice in legal situations such as knowing their right's, or if the child needs a voice to obtain positive influences such as education, childcare, and proper parenting. Child advocacy seeks to promote the optimal development of children.
Children's Group	If the child qualifies for or requests information about attending a children's group that may address the following issues: increased self-esteem, stopping the cycle of violence, healthy ways to express feelings and resolve conflicts, support, and giving children the necessary tools to form healthy relationships.
Civil Legal Advocacy	If the child qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order, obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Legal Advocacy	If the child qualifies for or requests support, information, and/or advice in navigating the judiciary system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, and preparing for and testifying in criminal court.
Crisis Intervention	If the child qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the child perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered a crisis: life-threatening situations, sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship.
Emergency Child Care	If the child qualifies for or requests adult supervision due to the parent/guardian's inability to take care of the child due to medical, psychological, legal, or other unforeseen circumstances.
Group Counseling	If the child qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.
Hospital Response	If someone from your program responds to the hospital because there may be a child that qualifies for or requests information about your program's services or may need your program's assistance.
Social Service Advocacy	If the child qualifies for or requests support, information, or advice regarding welfare such as food stamp benefits, housing, etc.
Transportation	If the child qualifies for or requests transportation; this can include getting essentials, getting information, accessing benefits, and safety issues.

Service Panel

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Service**

Full Element Name: Referrals under service details in child services

Definition Description: The act or process of referring the child to somebody else.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the child qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Support	If the child qualifies for or requests referral information about a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Emergency Medical Intervention	If the child qualifies for or requests immediate medical attention and/or an ambulance or medical professional needs to be contacted.
Law Enforcement Intervention	If the child qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Witnessed Abuse	If the child qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may be a therapist, a counselor, or a support group.

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

Service Panel

WyoSafe Data Element: **Service**

Full Element Name: Shelter under service details in child services

Definition Description: The request for the provision of a basic structure or building in which the child can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the child's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the child and their family from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (children) Number of times shelter was provided, Average Shelter stay (days); Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Units**

Full Element Name: Units under service details in child services

Definition Description: The number of times that a service has been provided to the child. Units can all be entered for one date, or different units can be entered on the dates that they occurred.

Response Format: Open-ended. This entry can be from 0 to 99

WyoSafe Reports:

- Individual Program
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (Children) Number of times shelter was provided, Average Shelter stay (days); List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (children)]

Source: WyoSafe Data Capture Form None

WyoSafe Data Element: **Date**

Full Element Name: Date under service details in child services

Definition Description: The date listed as month (xx), day (xx), and year (20xx) that a particular basic service, referral, or shelter need was identified for the child.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Programs

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

Service Panel

WyoSafe Data Element: **Status**

Full Element Name: Status under service details in child services

Definition Description: To determine whether the child's need for basic service, referral, or shelter was met.

Response Format: Closed-format.

Choices	When to use choice
Service not Provided	The service (basic service, referral, shelter) identified or requested by the child was not provided.
Service Provided	The service (basic service, referral, shelter) identified or requested by the child was provided.

WyoSafe Reports:

- Individual Programs
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (Children) Number of times shelter was provided, Average Shelter stay (days); Number of Victims that have Received Non-shelter Services by Demographics –Gender and Age [Secondary Victims(Children)]; Number of Victims by Shelter Status and Demographics [Secondary Victims (children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Service**

Full Element Name: Basic service under service details in victim services

Definition Description: A particular intangible asset that would be beneficial to the primary victim if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Assistance in Filing Compensation Claims	If the primary victim qualifies for or requests help in completing a compensation form, if the victim needs a liaison on their behalf, or if the victim needs someone to explain what they can expect to happen throughout the process.
Civil Legal Advocacy	If the primary victim qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order, obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Justice Advocacy	If the primary victim qualifies for or requests support, information, and/or advice in navigating the criminal justice system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, preparing for and testifying in court, filling out victim impact statements, or contacting prison officials to find out the status of an offender. This is more active than criminal legal support. An individual from your program should accompany them and be willing to provide a voice for them.
Criminal Legal Support	If the primary victim qualifies for or requests support in criminal legal matters. This may include explaining the next steps of the legal process, or transporting

Service Panel

	them to the next place they may need to go. An individual from your program may not be the appropriate person to provide a voice for the victim but someone from your program may be taking them somewhere where they can get help with the next steps of the legal process.
Crisis Counseling	If the primary victim qualifies for or requests immediate information and referral. This may include providing a safe environment and/or informing the victim about what to expect next and how to make steps to get back to a “normal” life.
Crisis Intervention	If the primary victim qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the victim perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered crises: life-threatening situations; sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship. Crisis intervention is more active than providing information and referral, it requires taking an action.
Emergency Financial Assistance	If the primary victim qualifies for or requests immediate financial help with a situation that helps meet her/his basic needs or provides safety to the victim. This may cover things like securing broken windows, or doors, providing emergency cell phones, money for food, or money for transportation to a safe place. This will not cover things such as repairing a broken TV or other non-essential items.
Emergency Legal Advocacy	If the primary victim qualifies for or requests immediate legal help, either civil or criminal, this may mean taking a case pro-bono or finding someone who will.
Financial Assistance	If the primary victim qualifies for or requests financial help, but does not need it immediately, paperwork can be completed to get money to the victim. This is money which can be used to help the victim gain independence and get on with their life.
Follow up	If the primary victim qualifies for or requests continued communication to check that everything is alright after they have been provided with basic services.
Group Counseling	If the victim qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.
Group Treatment/Support	If the primary victim qualifies for or requests information about attending a support group, this may include such things as a domestic violence group or Alcoholics Anonymous.
Hospital Response	If someone from your program responds to the hospital because there may be a primary victim that may qualify for or request information about your program’s services or may need your program’s assistance.
Housing Advocacy	If the primary victim qualifies for or requests assistance in getting shelter, either temporary or permanent.
Individual Counseling	If the primary victim qualifies for or requests one-on-one non-therapeutic counseling that will facilitate the exploration and resolution of personal problems and issues according to the needs of the victim.
Personal Advocacy	If the primary victim qualifies for or requests assistance in securing rights, remedies, and services from other agencies; locating financial assistance; or creating a plan for the future in a non-crisis situation. This relates to the physical needs of a victim.
Restitution	If the primary victim was offered help regarding compensation for the incident.
Social Service Advocacy	If the primary victim qualifies for or requests support, information, and/or advice regarding welfare such as food stamp benefits, benefits, housing, etc.

Service Panel

Therapy	If the primary victim qualifies for or requests professional help from a licensed counselor. The victim will most often need therapy after they have been given a diagnosis.
Training and Technical Assistance	If the primary victim qualifies for or requests information, this may include, providing leaflets, supporting clients with job searches, reviewing clients resumes, helping clients set up email accounts, assisting with budgeting, etc.
Transportation	If the primary victim qualifies for or requests transportation, this can include transporting them from the scene, getting essentials, getting information, accessing benefits, and safety issues.
Victim Advocacy	If the primary victim qualifies for or requests services that empower victims as they begin their journey of healing. This often relates to the emotional well-being of the victims.
Victim Bill of Rights	If the primary victim was assisted or informed of any of the provisions in the Victim Bill of Rights.
Victim Witness Notification	If the primary victim qualifies for or requests that someone from your program informs the victim about the status of their case.

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age (Primary Victims); Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary– Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Service Panel

WyoSafe Data Element: **Service**

Full Element Name: Protection order under service details in victim services

Definition Description: The victim is interested in getting a protection order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final protection order has been sought from the court.
Temporary	If a temporary protection order has been sought from the court.
Yes	If the victim has been granted a final or temporary protection order.
No	If the victim has not been granted a final or temporary protection order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Stalking Order**

Full Element Name: Stalking order under service details in victim services

Definition Description: The victim is interested in getting a stalking order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final stalking order has been sought from the court.
Temporary	If a temporary stalking order has been sought from the court.
Yes	If the victim has been granted a final or temporary stalking order.
no	If the victim has not been granted a final or temporary stalking order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Service Panel

WyoSafe Data Element: **Services**

Full Element Name: Referrals under service details in victim services

Definition Description: The act or process of referring the primary victim to somebody else or another agency.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the primary victim qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Intervention Services	If the primary victim qualifies for or requests to be referred to a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Drug Abuse	If the primary victim qualifies for or requests referral information to a drug abuse agency, may include Narcotics Anonymous, or a drug abuse counselor.
Emergency Medical Intervention	If the primary victim qualifies for or requests immediate medical attention and/or you or someone from your staff thinks an ambulance, or medical professional needs to be contacted.
Information / Referral (<i>in person</i>)	If the victim has contacted your organization and you or someone from your program have been physically present when the victim was given information, or you or another staff member have made a referral in person for the victim.
Law Enforcement Intervention	If the primary victim qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Telephone contact information/ref	If the referral was made to the victim over the phone or a referral was made over the phone on the victim's behalf.
Witnessed Abuse	If the primary victim qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may include, but is not limited to, a therapist or a counselor.

WyoSafe Reports:

- Individual Programs
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Service Panel

WyoSafe Data Element: **Services**

Full Element Name: Shelter under service details in victim services

Definition Description: The request for the provision of a basic structure or building in which the primary victim can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the victim's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the victim from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q26a- Number of Victims by Shelter Service & Sum of Bed Days Provided to Victims
- FVPSA – Shelter (Primary Victims); Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; Number of Victims by Shelter Status & Demographics(Primary Victims)
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Services**

Full Element Name: Other services under service details in victim services

Definition Description: Other services have been identified as being needed by the victim, that have not already been reported.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Service Panel

WyoSafe Data Element: **Services**

Full Element Name: Other services under service details in victim services

Definition Description: Other services have been identified as being needed by the victim, that have not already been reported.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Units**

Full Element Name: Units under service details in victim services

Definition Description: The number of times that a service has been provided to the victim.

Response Format: Open-ended. This entry can be from 0 to 99

WyoSafe Reports:

- Individual Program
- VAWA – Q25 Number of Victims by Service Type; Q26a Number of Victims by Shelter Service & Sum of Bed Days Provided to Victims; Q27 Protection and Stalking Orders
- FVPSA – Shelter Primary Victims - Number of times shelter was provided, Average Shelter stay (days); List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Date**

Full Element Name: Date under service details in victim services

Definition Description: The date listed as month (xx), day (xx), and year (20xx) that a particular basic service, referral, or shelter need was identified for the victim.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Service Panel

WyoSafe Data Element: **Status**

Full Element Name: Status under service details in victim services

Definition Description: To determine whether the victims' eligibility or requests for basic service, referral, or shelter were met.

Response Format: Closed-format.

Choices	When to use choice
Service Provided	The service (basic service, or referral) identified or requested by the victim was provided.
Service not Provided – Basic Service, Referrals	The service (basic service, or referral) identified or requested by the victim was not provided to the victim. If a basic service or referral was not provided, respond with one of the choices below.
Conflict of Interest	The service or referral was not provided to the victim because there was a conflict of interest between the program and the potential client. Examples include the victim may also be a perpetrator, the perpetrator is currently receiving services, the potential client is banned from your services because of past experiences.
Did not meet eligibility or statutory requirements	The service or referral was not provided to the victim because the victim was not eligible. Examples include a person who is homeless and does not meet domestic violence or sexual assault eligibility requirements.
Geographic or other isolation of victim	The service or referral was not provided to the victim because the victim could not access the services of the program, and transportation could not be provided.
Hours of Operation	The service or referral was not provided to the victim because the organization was not open at the time the service was needed. For example, your organization receives a voice mail requesting help but the caller has left no contact number for you to provide help.
Inadequate language capacity (including sign language)	The service or referral was not provided to the victim because no one could communicate with the victim.
Insufficient/ lack of culturally appropriate services	The service or referral was not provided to the victim because it was not culturally appropriate. For example, a victim is of a particular religion and there is no one at your organization that she/he feels comfortable talking with.
Insufficient/ lack of services for people with disabilities	The service or referral was not provided to the victim because the service was not suitable. For example, a victim in a wheel chair and your building is not wheelchair accessible.
Need not documented	The service or referral was not provided to the victim because there was no written or verbal confirmation that anything was wrong, or that a service was needed.
Program reached capacity	The service or referral was not provided to the victim because there was no capacity. For example, there were no available staff to work with a client when the client came to the office.
Program rules not acceptable to victim	The service or referral was not provided to the victim because the victim did not want to abide by the rules. For example, the client refused to refrain from using drugs or alcohol.
Services inappropriate/inadequate for victims with mental health problems	The service or referral was not provided to the victim because the victim had mental health problems which could not be accommodated. For example, group counseling was not provided because the victim was disruptive to the group.
Services not appropriate for the victim	The service or referral was not provided because the service was not suitable for the victim. A domestic violence or sexual assault program may not be appropriate for someone who is solely dealing with a child custody issue.

Service Panel

Services inappropriate/inadequate for victims with substance abuse problems	The service or referral was not provided to the victim because the victim had substance abuse problems which could not be accommodated. For example, group counseling was not provided because the victim was disruptive to the group.
Services not available for victims by male adolescents	The service or referral was not provided to the victim because the program does not accommodate male adolescents. For example, a victim wants to attend a group but can find no one to care for her male adolescent son, who is not allowed in the group.
Transportation problems	The service or referral was not provided to the victim because the victim could not get to the place of service and service could not be provided over phone.
Other	The service or referral was not provided to the victim for any other reason not already listed.
Service not Provided - Shelter	The shelter service identified or requested by the victim was not provided to the victim. If shelter was not provided respond with one of the choices below.
Turnaway-Shelter Unavailable	The victim was not provided shelter because the program does not offer shelter, either permanently or temporarily.
Turnaway – Lack of Space	The victim was not provided shelter because the shelter was full and there was no alternative to using motel sheltering.
Turnaway- Referred to Another Shelter	The victim was not provided shelter at the place where they inquired because the shelter was full, they were banned, or they were not eligible; however, alternative shelter was recommended to the victim.
Exit –Asked to Leave	The victim was asked to leave the shelter due to overextended stay in shelter, failure to complete a progress plan, or not following shelter/program rules.
Exit –Moved in with Relative/Friend	The victim left the shelter and moved in with relatives or friends – not a place of their own.
Exit – Offender Moved Out	The victim left the shelter and went back to their original residence because the offender was no longer in residence.
Returned to Offender	The victim left the shelter and went back to live with the offender.
Set up New Household	The victim left the shelter because they had a new place of their own.
Without Notification	The victim left the shelter and no one knows where the victim has gone.
Moved to Transitional Housing	The victim left the shelter and moved into a longer term but temporary housing.

WyoSafe Reports:

- Individual Programs
- VAWA – Q21 Victims Distribution by Completion Status and Primary Victimization; Q22 Reasons that Victims seeking services were Not Served or were Partially Served
- FVPSA – Number of victims by Shelter Status & Demographics [Primary Victims]

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Abuse Frequency

WyoSafe Data Element: **Abuse Frequency**

Full Element Name: Abuse frequency as it relates to the frequency and type of abuse sustained by the victim from the offender

Definition Description: The rate of occurrence to which the victim has been subjected to emotional, physical, or sexual abuse by this offender.

Response Format: Closed-format

Choices	When to use choice
Never	The offender has at no time, not in any way, not under any condition, inflicted a particular type of abuse (emotional, physical, or sexual) on the victim.
First Time	The incident that the victim has mentioned is the first time that a particular type of abuse has occurred. This type of abuse has never happened before.
Daily	The victim is subjected to the mentioned type of abuse from the offender on a daily basis. Daily meaning happening or done every day, on average.
Weekly	The victim is subjected to the mentioned type of abuse from the offender on a weekly basis. Weekly means occurring or done once a week, on average.
Monthly	The victim is subjected to the mentioned type of abuse from the offender on a monthly basis. Monthly means occurring or done once a month, on average.
Every 3 Months	The victim is subjected to the mentioned type of abuse every three months. Every three months means occurring or done on average, once every three months.
Once a Year	The victim is subjected to the mentioned type of abuse once a year. Once a year means occurring or done, on average, once per year.
Unknown	The victim does not know how often the abuse happens.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Abuse Type

WyoSafe Data Element: **Abuse Type**

Full Element Name: Abuse type as it relates to the frequency and type of abuse sustained by the victim from the offender

Definition Description: The type of abuse the offender inflicted on the victim.

Response Format: Closed-format

Choices	When to use choice
Emotional	The offender inflicted emotionally or psychologically harmful abuse on the victim. Methods of emotional abuse include causing fear by intimidation, destruction of pets and property, and forcing isolation from family, friends, school, or work. More subtle tactics include putdowns, and denial that previous incidents actually happened. Emotional abuse can also include humiliating the victim privately or publicly, controlling what the victim can and cannot do, withholding information from the victim, deliberately doing something to make the victim feel diminished or embarrassed, implicitly blackmailing the victim by harming others when the victim expresses independence or happiness, or denying the victim access to money or other basic resources and necessities. Modern technologies have also created new forms of emotional abuse such as text messaging and online cyber-bullying.
Physical	The offender inflicted physical abuse on the victim. Physical abuse is the intentional use of physical force with the potential for causing injury, harm, disability, or death, for example, hitting, shoving, biting, restraining, kicking, or use of a weapon.
Sexual	The offender inflicted sexual abuse on the victim. Sexual abuse occurs when one person uses a position of authority to compel another person to engage in an otherwise unwanted sexual activity. Sexual abuse can include any of the following: non-consensual forced physical sexual behavior such as rape or sexual assault, sexual kissing, fondling, exposure of genitalia, and voyeurism, exposing a child to pornography, saying sexually suggestive statements towards a child, the use of a position of trust to compel otherwise unwanted sexual activity without physical force, or incest, when any of these are coerced by force or emotional manipulation. Sexual abuse also consists of the following: use of physical force to compel a person to engage in a sexual act against his or her will, whether or not the act is completed; attempted or completed sex act involving a person who is unable to understand the nature or condition of the act, unable to decline participation, or unable to communicate unwillingness to engage in the sexual act, e.g., because of underage immaturity, illness, disability, or the influence of alcohol or other drugs, or because of intimidation or pressure; and abusive sexual contact.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Alcohol**

Full Element Name: Alcohol as it relates to the offender's use of alcohol & drugs

Definition Description: The offender was under the influence of alcohol, a drink that contains ethanol such as beer, wine, or spirits, at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Yes	If the victim reports that the offender was under the influence of alcohol at the time of the incident.
No	If the victim reports that the offender was not under the influence of alcohol at the time of the incident.
Unknown	If the victim does not know whether the offender was under the influence of alcohol at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Alcohol**

Full Element Name: Alcohol as it relates to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of alcohol, a drink that contains ethanol such as beer, wine, or spirits, at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Yes	If the victim reports that they were under the influence of alcohol at the time of the incident.
No	If the victim reports that they were not under the influence of alcohol at the time of the incident.
Unknown	If the victim does not know whether they were under the influence of alcohol at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Alternative Phone**

Full Element Name: Victim's alternative phone number from victim's contact information

Definition Description: The telephone number for the victim, apart from their home or work number, listed with the three digit area code. This could include a cell phone number.

Response Format: (- -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Alt Last (Current)**

Full Element Name: Victim's alternative (current) last name from victim's personal information

Definition Description: The victim's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Basic Service**

Full Element Name: Basic service under service details in child services

Definition Description: A particular intangible asset that would be beneficial to the child if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Child Advocacy	If the child qualifies for or requests a voice in legal situations such as knowing their right's, or if the child needs a voice to obtain positive influences such as education, childcare, and proper parenting. Child advocacy seeks to promote the optimal development of children.
Children's Group	If the child qualifies for or requests information about attending a children's group that may address the following issues: increased self-esteem, stopping the cycle of violence, healthy ways to express feelings and resolve conflicts, support, and giving children the necessary tools to form healthy relationships.
Civil Legal Advocacy	If the child qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order, obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Legal Advocacy	If the child qualifies for or requests support, information, and/or advice in navigating the judiciary system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, and preparing for and testifying in criminal court.
Crisis Intervention	If the child qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the child perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered a crisis: life-threatening situations, sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship.
Emergency Child Care	If the child qualifies for or requests adult supervision due to the parent/guardian's inability to take care of the child due to medical, psychological, legal, or other unforeseen circumstances.
Group Counseling	If the child qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.

Hospital Response	If someone from your program responds to the hospital because there may be a child that qualifies for or requests information about your program's services or may need your program's assistance.
Social Service Advocacy	If the child qualifies for or requests support, information, or advice regarding welfare such as food stamp benefits, housing, etc.
Transportation	If the child qualifies for or requests transportation; this can include getting essentials, getting information, accessing benefits, and safety issues.

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Basic Service**

Full Element Name: Basic service under service details in victim services

Definition Description: A particular intangible asset that would be beneficial to the primary victim if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Assistance in Filing Compensation Claims	If the primary victim qualifies for or requests help in completing a compensation form, if the victim needs a liaison on their behalf, or if the victim needs someone to explain what they can expect to happen throughout the process.
Civil Legal Advocacy	If the primary victim qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order, obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Justice Advocacy	If the primary victim qualifies for or requests support, information, and/or advice in navigating the criminal justice system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, preparing for and testifying in court, filling

Basic Victim Service

	out victim impact statements, or contacting prison officials to find out the status of an offender. This is more active than criminal legal support. An individual from your program should accompany them and be willing to provide a voice for them.
Criminal Legal Support	If the primary victim qualifies for or requests support in criminal legal matters. This may include explaining the next steps of the legal process, or transporting them to the next place they may need to go. An individual from your program may not be the appropriate person to provide a voice for the victim but someone from your program may be taking them somewhere where they can get help with the next steps of the legal process.
Crisis Counseling	If the primary victim qualifies for or requests immediate information and referral. This may include providing a safe environment and/or informing the victim about what to expect next and how to make steps to get back to a “normal” life.
Crisis Intervention	If the primary victim qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the victim perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered crises: life-threatening situations; sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship. Crisis intervention is more active than providing information and referral, it requires taking an action.
Emergency Financial Assistance	If the primary victim qualifies for or requests immediate financial help with a situation that helps meet her/his basic needs or provides safety to the victim. This may cover things like securing broken windows, or doors, providing emergency cell phones, money for food, or money for transportation to a safe place. This will not cover things such as repairing a broken TV or other non-essential items.
Emergency Legal Advocacy	If the primary victim qualifies for or requests immediate legal help, either civil or criminal, this may mean taking a case pro-bono or finding someone who will.
Financial Assistance	If the primary victim qualifies for or requests financial help, but does not need it immediately, paperwork can be completed to get money to the victim. This is money which can be used to help the victim gain independence and get on with their life.
Follow up	If the primary victim qualifies for or requests continued communication to check that everything is alright after they have been provided with basic services.
Group Counseling	If the victim qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.
Group Treatment/Support	If the primary victim qualifies for or requests information about attending a support group, this may include such things as a domestic violence group or Alcoholics Anonymous.
Hospital Response	If someone from your program responds to the hospital because there may be a primary victim that may qualify for or request information about your program’s services or may need your program’s assistance.
Housing Advocacy	If the primary victim qualifies for or requests assistance in getting shelter, either temporary or permanent.
Individual Counseling	If the primary victim qualifies for or requests one-on-one non-therapeutic counseling that will facilitate the exploration and resolution of personal problems and issues according to the needs of the victim.
Personal Advocacy	If the primary victim qualifies for or requests assistance in securing rights,

Basic Victim Service

	remedies, and services from other agencies; locating financial assistance; or creating a plan for the future in a non-crisis situation. This relates to the physical needs of a victim.
Restitution	If the primary victim was offered help regarding compensation for the incident.
Social Service Advocacy	If the primary victim qualifies for or requests support, information, and/or advice regarding welfare such as food stamp benefits, benefits, housing, etc.
Therapy	If the primary victim qualifies for or requests professional help from a licensed counselor. The victim will most often need therapy after they have been given a diagnosis.
Training and Technical Assistance	If the primary victim qualifies for or requests information, this may include, providing leaflets, supporting clients with job searches, reviewing clients resumes, helping clients set up email accounts, assisting with budgeting, etc.
Transportation	If the primary victim qualifies for or requests transportation, this can include transporting them from the scene, getting essentials, getting information, accessing benefits, and safety issues.
Victim Advocacy	If the primary victim qualifies for or requests services that empower victims as they begin their journey of healing. This often relates to the emotional well-being of the victims.
Victim Bill of Rights	If the primary victim was assisted or informed of any of the provisions in the Victim Bill of Rights.
Victim Witness Notification	If the primary victim qualifies for or requests that someone from your program informs the victim about the status of their case.

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age (Primary Victims); Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary– Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Circumstance

WyoSafe Data Element: **Circumstance**

Full Element Name: The victim's circumstance related to special circumstances

Definition Description: If a victim has a pre-existing condition or a condition produced by the incident that could complicate the victim's situation.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the victim has self-reported that they need help managing their alcohol intake because their pattern of drinking has resulted in health consequences, social problems, or legal issues.
Asian-Speaking	If the victim needs an interpreter because they speak one of the Asian languages (e.g., Chinese, Japanese, Korean) and do not speak enough English to make their circumstances known, or if the victim is Asian and would be more comfortable, culturally, with an Asian person.
Disability	If the victim has a self-reported or known disability. The disability can be physical, sensory, cognitive, or intellectual. Examples include a person who is in a wheelchair, a person who is blind, or a person who has Down syndrome. For mental disorders use Mental/Emotional Health.
Drug Abuse	If the victim has self-reported that they need help managing their drug intake because it has resulted in health consequences, social problems, or legal issues.
Elderly	If the victim is 50 years of age or older, they are consider to be elderly by most program standards.
Homosexual	If the victim has self-reported that they are sexually attracted to people of the same sex. They may identify themselves as being gay, lesbian, bisexual, transgendered, or questioning.
Immigrant/Refugee	If the victim has settled in the USA from another country. This may be due to choice, or they may be fleeing to escape conflict, persecution, or natural disaster.
Incarcerated	If the victim has self reported that they have served, or may have to serve, time in prison.
Medical/Physical Health	If the victim has any self-reported or known medical conditions. This could include heart conditions, asthma, diabetes, or anything else that has to do with the physical body.
Mental/Emotional Health	If the victim has any self-reported or known mental health issues that interfere with the victim's psychological well-being in which the victim is unable to use their cognitive and emotional capabilities to function in society, and to meet the ordinary demands of everyday life. This may include schizophrenia, depression, bi-polar disorder, or any other mental health issue that inhibits the victim from expressing all their emotions appropriately or prevents them from having continual personal growth, a sense of purpose in life, self-acceptance, positive relations with others, and the flexibility to deal with life's inevitable challenges.
Pregnant	If the victim has a fetus developing in her womb.
Prostitute	If the victim takes money for sexual acts.
Rural Area	If the victim lives in a space that is outside of a city or town, and its surrounding areas, of fewer than 50,000 people; and fewer than 1,000 people per square mile; the country or countryside. If the incident is dealt with by the Sheriff's Department.
Spanish-Speaking	If the victim needs an interpreter because they speak Spanish and do not speak enough English to make their circumstances known, or if the

	victim is Spanish speaking and would be more comfortable, culturally, with a Spanish speaker.
Tribal Area	If the victim lives on an Indian Reservation, Indian Territory, or Land.
Other	If there are any other circumstances that could adversely impact the victim's situation that have not already been covered.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23c – Demographics of Victims/Survivors Served or Partially Served – Special Circumstances
- FVPSA –Number of Victims that have Received Services by Special Need (Victim is Counted Once for each Special Need)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **City**

Full Element Name: City under the time and location of the incident

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **City**

Full Element Name: Offender's city name from offender's contact information

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **City**

Full Element Name: Victim's city name from victim's contact information

Definition Description: The name of the incorporated municipality (city) with definite boundaries, and legal powers, in which the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **County**

Full Element Name: County under the time and location of the incident

Definition Description: The name of the administrative subdivision (county or parish) of a state where the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **County**

Full Element Name: Offender's county name from offender's contact information

Definition Description: The name of the administrative subdivision (county or parish) of a state where the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **County**

Full Element Name: Victim's county name from victim's contact information

Definition Description: The name of the administrative subdivision (county or parish) of a state where the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Current Status

WyoSafe Data Element: **Current Status**

Full Element Name: Offender's current criminal status due to this incident

Definition Description: The offender's criminal status related to this incident.

Response Format: Closed-format

Choices	When to use choice
Arrested	The offender has been arrested because of this incident. They have been held as a suspected criminal by a legal authority, such as a law enforcement officer: An arrest may be made legally based on a warrant issued by a court after receiving a sworn statement of probable cause to believe there has been a crime committed by this person, for an apparent crime committed in the presence of the arresting officer, or upon probable cause to believe a crime has been committed by that person.
Bond	The offender has paid bail bond money to the court to ensure that they will later appear in court for the incident against the victim. If the defendant appears in court as required, the court will refund the bail bond. If the defendant fails to appear, the court will keep the bail bond money and issue a warrant for the defendant's arrest. The amount of a bail bond often depends on a number of circumstances such as the nature of the crime allegedly committed and the risk that the defendant will fail to appear in court.
Jail	The offender has been legally detained in a correctional institution because of the incident against the victim. This includes either accused persons awaiting trial or for those who have been convicted of a crime and are serving a sentence of less than one year.
Parole	The offender has been released on parole. Parole is the early supervised release of a prison inmate. A variant of parole is known as "time off for good behavior," or, colloquially, "good time." In some cases "good time" can reduce the maximum sentence by as much as one-third. It is usually not made available to inmates serving life sentences, as there is no release date that can be moved up.
Penitentiary	The offender is serving time in a place for imprisonment, reformatory discipline, or punishment, especially a prison maintained in the U.S. by a state or the federal government for serious offenders because of the offence against the victim.
Probation	The offender is on probation because of the incident against the victim. This is a method of substituting supervision by a court-appointed agent in lieu of imprisonment. As a general rule, probation is used mostly in instances of misdemeanors committed by youthful offenders and first offenders. During this period, the offender must not commit criminal offenses and must report to the probation officer at regular intervals to give an account of his or her activities, including employment and leisure time. At the end of the probation period, the probationer is discharged.
Cited in protection order	The offender is named in a civil or criminal order to stay away from the victim due to the incident that has been reported.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: Date

Full Element Name: Date under service details in child services

Definition Description: The date listed as month (xx), day (xx), and year (20xx) that a particular basic service, referral, or shelter need was identified for the child.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Programs

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: Date

Full Element Name: Date of the incident

Definition Description: The date the incident occurred to the victim. This should be entered as month, day, and year.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Date

Full Element Name: Date of the victim's initial contact with the program

Definition Description: The date the victim first had contact with the program, even if in response to mail or telephone inquiries from victim witness programs. This should be entered as month, day, and year.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Date

Full Element Name: Date under service details in victim services

Definition Description: The date listed as month (xx), day (xx), and year (20xx) that a particular basic service, referral, or shelter need was identified for the victim.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Date of Birth

WyoSafe Data Element: **Date of Birth**

Full Element Name: Child's date of birth from personal information

Definition Description: This indicates the date of birth of the child. It is to be entered as the month in which the child was born, the day in which the child was born, and the year in which the child was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Date of Birth**

Full Element Name: Offender's date of birth from offender's personal information

Definition Description: This indicates the date of birth of the offender. It is to be entered as the month in which the offender was born, the day in which the offender was born, and the year in which the offender was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Date of Birth

WyoSafe Data Element: **Date of Birth**

Full Element Name: Victim's date of birth from victim's personal information

Definition Description: This indicates the date of birth of the victim. It is to be entered as the month in which the victim was born, the day in which the victim was born, and the year in which the victim was born.

Response Format: MM/DD/YYYY

WyoSafe Reports:

- Individual Program (exact birth date)
- VAWA Q. 23a – Demographics of Victims/Survivors Served or Partially Served –Age Group
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age; Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age; Number of Victims by Shelter Status & Demographics; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service.
- VOCA – Demographics (Age Group)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Age Group)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Drugs

WyoSafe Data Element: **Drugs**

Full Element Name: Drugs as they relate to the offender's use of alcohol and drugs

Definition Description: The offender was under the influence of illegal drugs at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Cocaine	If the victim has reported that the offender was under the influence of cocaine at the time of the incident. Cocaine is a psycho stimulant drug that can be injected, inhaled or smoked. It has a direct effect on the brain, producing euphoric feelings of power and energy, and leaves the user with feelings of depression after the initial high has worn off.
Crack	If the victim has reported that the offender was under the influence of crack at the time of the incident. Crack or crack cocaine earned its name from the noise it makes when being smoked (a "cracking" noise). It is formed through a freebase process, where cocaine is combined and cooked with baking soda to form white, powdery chunks or rocks that can be smoked through the use of a pipe or bong. Crack, because it is primarily smoked, produces much more immediate and short-lived effects than snorting lines of cocaine, due to the quick absorption in the body.
Heroin	If the victim has reported that the offender was under the influence of heroin at the time of the incident. Heroin is a synthetic opiate drug that is highly addictive. It is made from morphine, a naturally occurring substance extracted from the seed pod of the Asian opium poppy plant. Heroin usually appears as a white or brown powder or as a black sticky substance, known as "black tar heroin."
Marijuana	If the victim has reported that the offender was under the influence of marijuana at the time of the incident. Marijuana is a dry, shredded green and brown mix of flowers, stems, seeds, and leaves derived from the hemp plant Cannabis sativa. Also known as weed, pot, dope, grass, blow.
Meth	If the victim has reported that the offender was under the influence of meth at the time of the incident. Methamphetamine is a very addictive stimulant drug that affects the central nervous system. It is a Schedule II stimulant, which means it has a high potential for abuse and is available only through a prescription that cannot be refilled. However, its medical uses are limited and the doses prescribed are much lower than those typically abused. Most of the methamphetamine abused in this country comes from foreign or domestic superlabs, although it can also be made in small, illegal laboratories, where its production endangers the people in the labs, neighbors, and the environment.
Other	If the victim has reported that the offender was under the influence of any other drug not already mentioned at the time of the incident.

WyoSafe Reports: Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Drugs**

Full Element Name: Drugs as they relate to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of illegal drugs at the time of the incident.

Response Format: Closed-format

Choices	When to use choice
Cocaine	If the victim has reported that they were under the influence of cocaine at the time of the incident. Cocaine is a psycho stimulant drug that can be injected, inhaled or smoked.
Crack	If the victim has reported that they were under the influence of crack at the time of the incident. Crack or crack cocaine earned its name from the noise it makes when being smoked (a "cracking" noise). It is formed through a freebase process, where cocaine is combined and cooked with baking soda to form white, powdery chunks or rocks that can be smoked through the use of a pipe or bong. Crack, because it is primarily smoked, produces much more immediate and short-lived effects than snorting lines of cocaine, due to the quick absorption in the body.
Heroin	If the victim has reported that they were under the influence of heroin at the time of the incident. Heroin is a synthetic opiate drug that is highly addictive. It is made from morphine, a naturally occurring substance extracted from the seed pod of the Asian opium poppy plant. Heroin usually appears as a white or brown powder or as a black sticky substance, known as "black tar heroin."
Marijuana	If the victim has reported that they were under the influence of marijuana at the time of the incident. Marijuana is a dry, shredded green and brown mix of flowers, stems, seeds, and leaves derived from the hemp plant Cannabis sativa. Also known as weed, pot, dope, grass, blow.
Meth	If the victim has reported that they were under the influence of meth at the time of the incident. Methamphetamine is a very addictive stimulant drug that affects the central nervous system. It is a Schedule II stimulant, which means it has a high potential for abuse and is available only through a prescription that cannot be refilled. However, its medical uses are limited and the doses prescribed are much lower than those typically abused. Most of the methamphetamine abused in this country comes from foreign or domestic superlabs, although it can also be made in small, illegal laboratories, where its production endangers the people in the labs, neighbors, and the environment.
Other	If the victim has reported that they were under the influence of any other drug not already mentioned at the time of the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Employer**

Full Element Name: The name of the offender's employer of employment

Definition Description: The name of the company, or the person, for whom the offender works

WyoSafe Reports:

- Individual Program

Response Format: Open-format

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Employer**

Full Element Name: The name of the victim's employer of employment

Definition Description: The name of the company, or the person, for whom the victim works.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Ethnicity**

Full Element Name: Offender's ethnicity from offender's personal information

Definition Description: Pertains to the offender's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Closed-format

Choices	When to use choice
White	The offender has origins from Europe, the Middle East, or North Africa. It includes people who indicate their race as White or report entries such as Irish, German, Italian, Eastern European, Arab, or Polish.
Hispanic/Latino	The offender is of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin regardless of race.
African American	The offender is an African American or Black American who has origins in any of the black populations of Africa.
Asian	The offender has origins of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes but is not limited to Asian Indian, Chinese, Filipino, Korean, Japanese, and Vietnamese.
Native American	The offender has origins from any of the original peoples of North, Central, or South America and who maintain tribal affiliation or community attachment.
Pacific Islander	The offender has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
Other	The offender is of another race not included in the White, African American, Native American, Asian, or Pacific Islander race categories previously described. Responses such as multiracial, mixed, and interracial should be included here.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Ethnicity

WyoSafe Data Element: **Ethnicity**

Full Element Name: Victim's ethnicity from victim's personal information

Definition Description: Pertains to the victim's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Closed-format

Choices	When to use choice
White	The victim has origins from Europe, the Middle East, or North Africa. It includes people who indicate their race as White or report entries such as Irish, German, Italian, Eastern European, Arab, or Polish.
Hispanic/Latino	The victim is of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
African American	The victim is an African American or Black American who has origins in any of the black populations of Africa.
Asian	The victim has origins of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes but is not limited to Asian Indian, Chinese, Filipino, Korean, Japanese, and Vietnamese.
Native American	The victim has origins from any of the original peoples of North, Central, or South America and who maintain tribal affiliation or community attachment.
Pacific Islander	The victim has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
Other	The victim is of another race not included in the White, African American, Native American, Asian, or Pacific Islander race categories previously described. Responses such as multiracial, mixed, and interracial should be included here.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23 – Demographics of Victims/Survivors Served or Partially Served –Ethnicity
- FVPSA –Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age
- VOCA – Demographics (Race/Origin)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Race/Origin)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Exposure Type**

Full Element Name: Child's exposure type to the incident

Definition Description: The type of experience the child has had with the incident.

Response Format: Closed-format

Choices	When to use choice
Physically	The child was physically involved in the incident. This may include, but is not limited to, intervening in the incident and/or being physically abused.
Sight	The child has witnessed (seen) the incident.
Verbally	The child has heard the incident.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **First**

Full Element Name: Offender's first name from offender's personal information

Definition Description: The offender's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **First**

Full Element Name: Victim's first name from victim's personal information

Definition Description: The victim's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **First Name**

Full Element Name: Child's first name from personal information

Definition Description: The child's chosen first name (forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

Gender

WyoSafe Data Element: **Gender**

Full Element Name: Child's gender from personal information

Definition Description: This refers to how a child personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If it is not clear what characteristics of sex the offender has.

WyoSafe Reports:

- Individual Program
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Secondary Victims (Children)]; Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Gender**

Full Element Name: Offender's gender from offender's personal information

Definition Description: This refers to how an offender personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If it is not clear what characteristics of sex the offender has.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Gender**

Full Element Name: Victim's gender from victim's personal information

Definition Description: This refers to how a victim personally identifies his or her gender regardless of their sex characteristics.

Response Format: Closed-format

Choices	When to use choice
Female	Characteristic of or appropriate to this sex; feminine.
Male	Characteristic of or appropriate to this sex; masculine.
Unknown	If the victim is not clear what characteristics of the sex they are.

WyoSafe Reports:

- Individual Program
- VAWA Q. 23b – Demographics of Victims/Survivors Served or Partially Served –Gender
- FVPSA – Number of Victims that have Received Shelter Services by Demographics – Gender and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims by Shelter Status & Demographics; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service.
- VOCA – Demographics (Gender)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Gender)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Home Phone**

Full Element Name: Victim's home phone number from victim's contact information

Definition Description: The home telephone number for the victim, listed with the three digit area code. This can include cell phones if the cell phone is their primary telephone line.

Response Format: (- - -) - - - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Injuries**

Full Element Name: Injuries sustained by the victim

Definition Description: Physical damage sustained to the victim's body, or part of the victim's body, during the incident.

Response Format: Closed-format

Choices	When to use choice
Broken Bones	The victim sustained a break in the continuity of the bone, also called a fracture.
Internal Injury	The victim sustained an internal injury, involving the liver, spleen, stomach, colon, pancreas, blood vessels, or any other trauma to the abdomen.
Loss of Teeth	One or more of the victim's teeth were knocked out.
Minor	The victim sustained minor injuries. These are injuries that could be treated without medical attention including bruises, sprains, strains, and skin wounds.
None	The victim has sustained no physical damage to the body of parts of the body.
Severe Laceration	The victim sustained a harsh wound involving living tissues (especially an injury involving a cut or break to the skin).
Unconsciousness	The victim lost consciousness because of the incident. The victim was unaware of themselves and their surroundings, and lacked the ability to respond to stimuli in the environment.
Other:	Any other physical damage sustained to the victim's body or parts of the victim's body not previously mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Last**

Full Element Name: Offender's last name from offender's personal information

Definition Description: The offender's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Last (Maiden)**

Full Element Name: Victim's last (maiden) name from victim's personal information

Definition Description: The victim's inherited surname (family name) at birth.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Last Name**

Full Element Name: Child's last name from personal information

Definition Description: The child's current surname (last name).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Level**

Full Element Name: Offender's level of education

Definition Description: The highest level of education that the offender has obtained.

Response Format: Closed-format

Choices	When to use choice
Some High School	If the offender has attended but never finished secondary school including grades 9 through 12 or has not obtained a GED.
High School Grad	If the offender has graduated from the 12 th grade.
GED	If the offender has a General Equivalency Diploma (GED) which is the equivalent of earning a high school diploma.
Some College/Votech	If the offender has spent some time attending an institution of higher education that was created to educate and grant degrees or if the offender has spent time at a trade school intended to teach the skilled trades.
College/Votech	If the offender has graduated from an institution of higher education that was created to educate and grant degrees or if the offender has graduated from a trade school intended to teach the skilled trades.
Some Grad School	If the offender has worked towards obtaining a degree from an institution of higher education such as a M.A., M.S., Ph.D., M.D., law degree, etc., but has not completed the program of study.
Grad Degree	If the offender has a graduate degree conferred by an institution of higher education, such as universities, resulting in the successful completion of a program of study. Such degrees may include a M.A., M.S., Ph.D., M.D, law degree, etc.
Unknown	The offender's level of education is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

Level

WyoSafe Data Element: **Level**

Full Element Name: Victim's level of education

Definition Description: The highest level of education that the victim has obtained.

Response Format: Closed-format

Choices	When to use choice
Some High School	If the victim has attended but never finished secondary school including grades 9 through 12 or has not obtained a GED.
High School Grad	If the victim has graduated from the 12 th grade.
GED	If the victim has a General Equivalency Diploma (GED) which is the equivalent of earning a high school diploma.
Some College/Votech	If the victim has spent some time attending an institution of higher education that was created to educate and grant degrees or if the offender has spent time at a trade school intended to teach the skilled trades.
College/Votech	If the victim has graduated from an institution of higher education that was created to educate and grant degrees or if the victim has graduated from a trade school intended to teach the skilled trades.
Some Grad School	If the victim has worked towards obtaining a degree from an institution of higher education such as a M.A., M.S., Ph.D., M.D., law degree, etc., but has not completed the program of study.
Grad Degree	If the victim has a graduate degree conferred by an institutions of higher education, such as universities, resulting in the successful completion of a program of study. Such degrees may include a M.A., M.S., Ph.D., M.D, law degree, etc.
Unknown	The victim's level of education is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Location Type**

Full Element Name: Location type under time and location of the incident

Definition Description: The type of place where the incident occurred.

Response Format: Closed-format

Choices	When to use choice
Hotel/Motel	The incident took place in an establishment that provides lodging and usually meals and other services for travelers and other paying guests.
Offender's Home	The incident took place in the residence or the place of dwelling of the person who has been accused of the offense.
Other	The incident took place in a location that is not otherwise mentioned.
Public Area	The incident took place in a space that is open and accessible to all people, regardless of gender, race, ethnicity, age, or socioeconomic background.
Rural Area	The country or countryside, or if the incident is dealt with by the Sheriff's Department.
Shared Residence	The incident took place in a residence where the victim and the offender share the same place of dwelling.
Street Parking Lot	The incident took place in an area, often paved, for parking a number of motor vehicles off the street.
Vehicle	The incident took place in or on a device or structure for transporting persons or things; a conveyance. A vehicle may include bicycles, cars, motorcycles, trains, ships, boats, and aircraft.
Victim's Home	The incident took place in the residence or place of dwelling of the victim.
Unknown	The location of the incident is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Marital Status**

Full Element Name: Offender's marital status from offender's personal information

Definition Description: The offender's relationship with a significant other.

Response Format: Closed-format

Choices	When to use choice
Single	Unmarried, but could include a dating or long-term partner with whom the offender does not live.
Married	The offender is in a legal union of two people.
Divorced	The offender's marriage has been legally dissolved.
Separated	The offender has ended cohabitation either by mutual agreement or under a court order.
Live-in	The offender is in a living arrangement in which an unmarried couple lives together in a relationship that resembles a marriage.
Widowed	The offender's spouse has died and the offender has not remarried.
Unknown	The marital status of the offender is unknown.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Marital Status**

Full Element Name: Victim's marital status from victim's personal information

Definition Description: The victim's self-reported description of their relationship with a significant other.

Response Format: Closed-format

Choices	When to use choice
Single	Unmarried, but could include a dating or long-term partner with whom the victim does not live.
Married	The victim is in a legal union of two people.
Divorced	The victim's marriage has been legally dissolved.
Separated	The victim has ended cohabitation either by mutual agreement or under a court order.
Live-in	The victim is in a living arrangement in which an unmarried couple live together in a relationship that resembles a marriage.
Widowed	The victim's spouse has died and the victim has not remarried.
Unknown	The marital status of the victim is unknown.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Method**

Full Element Name: Method of initial contact with the victim

Definition Description: Method by which the victim initially contacted the program. In the case of victim witness programs or similar organizations, this could be the method by which the victim was contacted.

Response Format: Closed-format

Choices	When to use choice
Crisis Line	The victim first contacted the program from a crisis line or a telephone number that enables members of the public to make direct contact with a special service offering information, advice, or help, usually on a serious or urgent matter.
Office Visit	The victim first contacted the program by visiting the program's physical office in person.
Phone Call to Office	The victim first contacted the program by placing a telephone call to the program's office.
Phone Call to Victim	The victim was first contacted by a telephone call from organization personnel.
Letter to Victim	The victim was first contacted by a letter from organization personnel.
Unknown	The method the victim used to initially contact the program is unknown.

WyoSafe Reports:

- Individual Program Only

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Middle**

Full Element Name: Offender's middle name from offender's personal information

Definition Description: The offender's chosen middle name (supplementary forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Middle**

Full Element Name: Victim's middle name from victim's personal information

Definition Description: The victim's chosen middle name (supplementary forename).

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Occupation**

Full Element Name: Offender's occupation of employment

Definition Description: The type of job the offender has in order to earn a living.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Occupation**

Full Element Name: Victim's occupation of employment

Definition Description: The type of job the victim has in order to earn a living.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Offender Relationship**

Full Element Name: Offender relationship to the child

Definition Description: The offender's relationship to the child.

Response Format: Closed-format

Choices	When to use choice
Father	The offender is the male parent of the child.
Step-father	The offender is the husband of the child's mother, but not the child's natural father.
Father's Intimate Partner	The offender is an intimate partner of the child's father.
Mother	The offender is the female parent of the child.
Step-mother	The offender is the wife of the child's father, but not the child's natural mother.
Mother's Intimate Partner	The offender is an intimate partner of the child's mother.
Sibling	The offender is a natural sister or brother of the child.
Grandparent	The offender is the parent of the child's mother or father.
Other Relative	The offender is any other relative not a father, mother, sibling, step-father, step-mother, grandparent, father's intimate partner, or mother's intimate partner who is related to the child by blood, marriage, or adoption.
Other	The relationship between the child and the offender is something else that has not already been mentioned.
Unknown	The relationship between the offender and child is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Okay to Call?**

Full Element Name: Ok to call victim's alternative phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their alternative telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Ok to Call?**

Full Element Name: Ok to call victim's home phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their home telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: Ok to Call?

Full Element Name: Ok to call victim's work phone from victim's contact information

Definition Description: The victim has granted the program permission to be contacted at their work telephone number.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: Other Circumstances

Full Element Name: The victim's other circumstances related to special circumstances

Definition Description: If a victim has a pre-existing condition or a condition produced by the incident that could complicate the victim's situation, which has not already been covered by one of the circumstance categories.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA Q. 23c – Demographics of Victims/Survivors Served or Partially Served – Special Circumstances
- FVPSA –Number of Victims that have Received Services by Special Need (Victim is Counted Once for each Special Need)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: Other Drugs

Full Element Name: Other drugs as they relate to the offender's use of alcohol and drugs

Definition Description: The offender was under the influence of any other illegal drugs not already mentioned at the time of the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Other Drugs

Full Element Name: Other drugs as they relate to the victim's use of alcohol and drugs

Definition Description: The victim was under the influence of any other illegal drugs not already mentioned at the time of the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Programs

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Other Ethnicity**

Full Element Name: Offender's other ethnicity from offender's personal information

Definition Description: Pertains to the offender's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Other Ethnicity**

Full Element Name: Victim's other ethnicity from victim's personal information

Definition Description: Pertains to the victim's social group within a cultural and social system that claims or is accorded special status on the basis of complex, often variable traits including religious, linguistic, ancestral, or physical characteristics. This is an ethnicity not already mentioned under ethnicity.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA Q. 23 – Demographics of Victims/Survivors Served or Partially Served –Ethnicity
- FVPSA –Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age
- VOCA – Demographics (Race/Origin)
- State Summary – Unduplicated Count of Victims with at Least One Incident (Race/Origin)

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Other Injuries**

Full Element Name: Other injuries sustained by the victim

Definition Description: Physical damage to the victim's body, or parts of the victim's body sustained during the incident which have not already been mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Other Location Type

Full Element Name: Other location type under time and location of the incident

Definition Description: The type of place where the incident occurred that has not already been mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Other Offender Relationship

Full Element Name: Offender other relationship to the child

Definition Description: The offender's relationship to the child that has not already been covered. This cannot be the mother, father, sibling, step-father, step-mother, grandparent, father's intimate partner, mother's intimate partner, other relative, or unknown.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: Other Police Dispositions

Full Element Name: Other police dispositions as they relate to the incident

Definition Description: The action the police took after being informed about the incident, apart from the dispositions already mentioned.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Other Services

Full Element Name: Other services under service details in victim services

Definition Description: Other services have been identified as being needed by the victim, that have not already been reported.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: Other Source

Full Element Name: Victim's other source of additional income

Definition Description: Apart from primary income, any other money that the victim is receiving which is not mentioned as one of the source categories.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: Other Victimization

Full Element Name: Other type of victimization

Definition Description: Apart from the categories in Type, the type of victimization the victim has experience during this incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VOCA – Number of victims served during the reporting period. A victim is counted once per incident in which he/she received services - Victimization
- State Summary – Unduplicated Count of Victims with at Least One Incident – Counts of Incidents by Victimization

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: Other Victim Relationship

Full Element Name: Victim other relationship to the child

Definition Description: The victim's relationship to the child that has not already been covered. This cannot be the mother, father, sibling, step-father, step-mother, grandparent, father's intimate partner, mother's intimate partner, other relative, or unknown.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: Other Weapons

Full Element Name: Other weapons used by the offender

Definition Description: The weapons, not already mentioned, that the offender used during the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Phone**

Full Element Name: Offender's phone number from offender's contact information

Definition Description: The telephone number for the offender, listed with the three digit area code. This can be a home, work, or cell phone number.

Response Format: (- - -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Police Dispositions**

Full Element Name: Police dispositions as they relate to the incident

Definition Description: The action the police took after being informed about the incident.

Response Format: Closed-format

Choices	When to use choice
Mediation by Officer	The officer negotiated to resolve the difference between the victim and the offender.
Offender Arrested	The offender was taken into custody by a legal authority in response to the incident.
Offender Not Found	Police looked for the offender, but were not able to locate the offender.
Papers Filed Against	The police did not have enough evidence to arrest the offender, but filed papers against the offender.
Referred	The officer directed the victim to a source for help or information.
Separated Victim/Offender	The officer separated or removed the victim from the offender.
Other:	Any other final outcome that the officer may have exercised during that incident that has not already been mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Police Was Notified**

Full Element Name: Police was notified about the incident

Definition Description: The victim has notified the police about the incident.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Prior to this Incident

WyoSafe Data Element: **Prior to This Incident**

Full Element Name: Offender's criminal history prior to this incident

Definition Description: The offender's criminal history related to any event prior to this incident.

Response Format: Closed-format

Choices	When to use choice
Arrested	The offender has been held as a suspected criminal by a legal authority, such as a law enforcement officer. An arrest may be made legally based on a warrant issued by a court after receiving a sworn statement of probable cause to believe there has been a crime committed by this person, for an apparent crime committed in the presence of the arresting officer, or upon probable cause to believe a crime has been committed by that person.
Bond	The offender has paid bail bond money to the court to ensure that they will later appear in court for a crime in which they have been arrested. If the defendant appears in court as required, the court will refund the bail bond. If the defendant fails to appear, the court will keep the bail bond money and issue a warrant for the defendant's arrest. The amount of a bail bond often depends on a number of circumstances such as the nature of the crime allegedly committed and the risk that the defendant will fail to appear in court.
Jail	The offender has been legally detained in a correctional institution. This includes either accused persons awaiting trial or for those who have been convicted of a crime and are serving a sentence of less than one year.
Parole	The offender has been released on parole. Parole is the early supervised release of a prison inmate. A variant of parole is known as "time off for good behavior," or, colloquially, "good time." In some cases "good time" can reduce the maximum sentence by as much as one-third. It is usually not made available to inmates serving life sentences, as there is no release date that can be moved up.
Penitentiary	The offender has served time in a place for imprisonment, reformatory discipline, or punishment, especially a prison maintained in the U.S. by a state or the federal government for serious offenders.
Probation	The offender has been on probation. This is a method of substituting supervision by a court-appointed agent in lieu of imprisonment. As a general rule, probation is used mostly in instances of misdemeanors committed by youthful offenders and first offenders. During this period, the offender must not commit criminal offenses and must report to the probation officer at regular intervals to give an account of his or her activities, including employment and leisure time. At the end of the probation period, the probationer is discharged.
Cited in protection order	The offender has been named in a civil or criminal order to stay away from a particular person

WyoSafe Reports:

- Individual Program Only

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Protection Order**

Full Element Name: Protection order under service details in victim services

Definition Description: The victim is interested in getting a protection order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final protection order has been sought from the court.
Temporary	If a temporary protection order has been sought from the court.
Yes	If the victim has been granted a final or temporary protection order.
No	If the victim has not been granted a final or temporary protection order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **PVN**

Full Element Name: Victim's PVN from victim's personal information

Definition Description: A unique identification number representing a Personal Victim Number (PVN). This number is assigned by the programs.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Referrals (Child)

WyoSafe Data Element: **Referrals**

Full Element Name: Referrals under service details in child services

Definition Description: The act or process of referring the child to somebody else.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the child qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Support	If the child qualifies for or requests referral information about a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Emergency Medical Intervention	If the child qualifies for or requests immediate medical attention and/or an ambulance or medical professional needs to be contacted.
Law Enforcement Intervention	If the child qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Witnessed Abuse	If the child qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may be a therapist, a counselor, or a support group.

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

Referrals (Victim)

WyoSafe Data Element: **Referrals**

Full Element Name: Referrals under service details in victim services

Definition Description: The act or process of referring the primary victim to somebody else or another agency.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the primary victim qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Intervention Services	If the primary victim qualifies for or requests to be referred to a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Drug Abuse	If the primary victim qualifies for or requests referral information to a drug abuse agency, may include Narcotics Anonymous, or a drug abuse counselor.
Emergency Medical Intervention	If the primary victim qualifies for or requests immediate medical attention and/or you or someone from your staff thinks an ambulance, or medical professional needs to be contacted.
Information / Referral (<i>in person</i>)	If the victim has contacted your organization and you or someone from your program have been physically present when the victim was given information, or you or another staff member have made a referral in person for the victim.
Law Enforcement Intervention	If the primary victim qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Telephone contact information/ref	If the referral was made to the victim over the phone or a referral was made over the phone on the victim's behalf.
Witnessed Abuse	If the primary victim qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may include, but is not limited to, a therapist or a counselor.

WyoSafe Reports:

- Individual Programs
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Relationship**

Full Element Name: Victim's relationship to the offender

Definition Description: The victim's relationship to the offender.

Response Format: Closed-format

Choices	When to use choice
Acquaintance	If the victim knew the offender slightly.
Child	If the offender is one of the victim's parents.
Dating Partner	If the victim is currently in a social relationship of a romantic or intimate nature with the offender.
Former Dating Partner	If the victim was previously in a social relationship of a romantic or intimate nature with the offender.
Former Spouse	If the victim and offender were previously married to one another.
Live-in Partner	If the victim and offender are currently in a living arrangement in which they live together in a long-term relationship that resembles a marriage.
Other Relative	If the offender was a person related to the victim by blood, marriage, or adoption. Not a parent, child, spouse, or sibling. This could include aunts, uncles, grandparents, step-siblings, etc.
Parent	If the victim is the offender's natural or adoptive mother or father.
Sibling	If the victim is the sister or brother of the offender.
Spouse	If the victim and offender are currently married.
Stranger	If the offender was not known to the victim. A stranger is one who is neither a friend nor an acquaintance.
Unknown	If the victim did not see the offender, and does not know who the offender was.

WyoSafe Reports:

- Individual Program
- VAWA Q. 24 Victims Distribution by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, and Stalking)

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Service**

Full Element Name: Basic service under service details in child services

Definition Description: A particular intangible asset that would be beneficial to the child if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Child Advocacy	If the child qualifies for or requests a voice in legal situations such as knowing their right's, or if the child needs a voice to obtain positive influences such as education, childcare, and proper parenting. Child advocacy seeks to promote the optimal development of children.
Children's Group	If the child qualifies for or requests information about attending a children's group that may address the following issues: increased self-esteem, stopping the cycle of violence, healthy ways to express feelings and resolve conflicts, support, and giving children the necessary tools to form healthy relationships.
Civil Legal Advocacy	If the child qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order,

Service (Basic Child)

	obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Legal Advocacy	If the child qualifies for or requests support, information, and/or advice in navigating the judiciary system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, and preparing for and testifying in criminal court.
Crisis Intervention	If the child qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the child perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered a crisis: life-threatening situations, sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship.
Emergency Child Care	If the child qualifies for or requests adult supervision due to the parent/guardian's inability to take care of the child due to medical, psychological, legal, or other unforeseen circumstances.
Group Counseling	If the child qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.
Hospital Response	If someone from your program responds to the hospital because there may be a child that qualifies for or requests information about your program's services or may need your program's assistance.
Social Service Advocacy	If the child qualifies for or requests support, information, or advice regarding welfare such as food stamp benefits, housing, etc.
Transportation	If the child qualifies for or requests transportation; this can include getting essentials, getting information, accessing benefits, and safety issues.

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Service (Basic Victim)

WyoSafe Data Element: **Service**

Full Element Name: Basic service under service details in victim services

Definition Description: A particular intangible asset that would be beneficial to the primary victim if it were to be provided.

Response Format: Closed-format

Choices	When to use choice
Assistance in Filing Compensation Claims	If the primary victim qualifies for or requests help in completing a compensation form, if the victim needs a liaison on their behalf, or if the victim needs someone to explain what they can expect to happen throughout the process.
Civil Legal Advocacy	If the primary victim qualifies for or requests services to help break down the many barriers encountered by victims who may be trying to obtain a civil protection order, file for dissolution, establish paternity, set up a parenting plan or custody order, obtain child support, or obtain assistance related to their immigration status. Civil legal advocacy may include support for, information about, or help with legal situations including legal rights, housing, public assistance, employment, and consumer protection.
Criminal Justice Advocacy	If the primary victim qualifies for or requests support, information, and/or advice in navigating the criminal justice system which may involve making a police report, providing accompaniment and support while a police report is made, meeting with criminal justice officials, preparing for and testifying in court, filling out victim impact statements, or contacting prison officials to find out the status of an offender. This is more active than criminal legal support. An individual from your program should accompany them and be willing to provide a voice for them.
Criminal Legal Support	If the primary victim qualifies for or requests support in criminal legal matters. This may include explaining the next steps of the legal process, or transporting them to the next place they may need to go. An individual from your program may not be the appropriate person to provide a voice for the victim but someone from your program may be taking them somewhere where they can get help with the next steps of the legal process.
Crisis Counseling	If the primary victim qualifies for or requests immediate information and referral. This may include providing a safe environment and/or informing the victim about what to expect next and how to make steps to get back to a "normal" life.
Crisis Intervention	If the primary victim qualifies for or requests immediate, short-term help because they are experiencing an event that produces emotional, mental, physical, and behavioral distress or problems. A crisis can refer to any situation in which the victim perceives a sudden loss of her or his ability to use effective problem-solving and coping skills. A number of events or circumstances can be considered a crisis: life-threatening situations, sexual assault or other criminal victimization; medical illness; mental illness, panic attacks, thoughts of suicide or homicide; and loss or drastic changes in a relationship. Crisis intervention is more active than providing information and referral, it requires taking an action.
Emergency Financial Assistance	If the primary victim qualifies for or requests immediate financial help with a situation that helps meet her/his basic needs or provides safety to the victim. This may cover things like securing broken windows, or doors, providing emergency cell phones, money for food, or money for transportation to a safe place. This will not cover things such as repairing a broken TV or other non-essential items.
Emergency Legal Advocacy	If the primary victim qualifies for or requests immediate legal help, either civil or criminal, this may mean taking a case pro-bono or finding someone who will.
Financial Assistance	If the primary victim qualifies for or requests financial help, but does not need it

Service (Basic Victim)

	immediately, paper work can be completed to get money to the victim. This is money which can be used to help the victim gain independence and get on with their life.
Follow up	If the primary victim qualifies for or requests continued communication to check that everything is alright after they have been provided with basic services.
Group Counseling	If the victim qualifies for or requests a form of therapy in which they would benefit from shared experiences. Usually group counseling is focused on a particular issue, for example, domestic violence or child abuse.
Group Treatment/Support	If the primary victim qualifies for or requests information about attending a support group, this may include such things as a domestic violence group or Alcoholics Anonymous.
Hospital Response	If someone from your program responds to the hospital because there may be a primary victim that may qualify for or request information about your program's services or may need your program's assistance.
Housing Advocacy	If the primary victim qualifies for or requests assistance in getting shelter, either temporary or permanent.
Individual Counseling	If the primary victim qualifies for or requests one-on-one non-therapeutic counseling that will facilitate the exploration and resolution of personal problems and issues according to the needs of the victim.
Personal Advocacy	If the primary victim qualifies for or requests assistance in securing rights, remedies, and services from other agencies; locating financial assistance; or creating a plan for the future in a non-crisis situation. This relates to the physical needs of a victim.
Restitution	If the primary victim was offered help regarding compensation for the incident.
Social Service Advocacy	If the primary victim qualifies for or requests support, information, and/or advice regarding welfare such as food stamp benefits, benefits, housing, etc.
Therapy	If the primary victim qualifies for or requests professional help from a licensed counselor. The victim will most often need therapy after they have been given a diagnosis.
Training and Technical Assistance	If the primary victim qualifies for or requests information, this may include, providing leaflets, supporting clients with job searches, reviewing clients resumes, helping clients set up email accounts, assisting with budgeting, etc.
Transportation	If the primary victim qualifies for or requests transportation, this can include transporting them from the scene, getting essentials, getting information, accessing benefits, and safety issues.
Victim Advocacy	If the primary victim qualifies for or requests services that empower victims as they begin their journey of healing. This often relates to the emotional well-being of the victims.
Victim Bill of Rights	If the primary victim was assisted or informed of any of the provisions in the Victim Bill of Rights.
Victim Witness Notification	If the primary victim qualifies for or requests that or someone from your program informs the victim about the status of their case.

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age (Primary Victims); Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period

Service (Basic Victim)

- State Summary– Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Services**

Full Element Name: Other services under service details in victim services

Definition Description: Other services have been identified as being needed by the victim, that have not already been reported.

Response Format: Open-format

WyoSafe Reports:

- Individual Program
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Service**

Full Element Name: Protection order under service details in victim services

Definition Description: The victim is interested in getting a protection order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final protection order has been sought from the court.
Temporary	If a temporary protection order has been sought from the court.
Yes	If the victim has been granted a final or temporary protection order.
No	If the victim has not been granted a final or temporary protection order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Service**

Full Element Name: Referrals under service details in child services

Definition Description: The act or process of referring the child to somebody else.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the child qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Support	If the child qualifies for or requests referral information about a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Emergency Medical Intervention	If the child qualifies for or requests immediate medical attention and/or an ambulance or medical professional needs to be contacted.
Law Enforcement Intervention	If the child qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Witnessed Abuse	If the child qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may be a therapist, a counselor, or a support group.

WyoSafe Reports:

- Individual Programs
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services Source: WyoSafe Data Capture Form Child Data

Service (Victim Referrals)

WyoSafe Data Element: **Services**

Full Element Name: Referrals under service details in victim services

Definition Description: The act or process of referring the primary victim to somebody else or another agency.

Response Format: Closed-format

Choices	When to use choice
Alcohol Abuse	If the primary victim qualifies for or requests referral information about an alcohol abuse agency because their pattern of problem drinking has resulted in health consequences, social problems, or legal issues. This referral may include Alcoholics Anonymous, an alcohol abuse counselor, or other alcohol abuse agency.
Batterer's Intervention Services	If the primary victim qualifies for or requests to be referred to a program that makes victim safety its first priority, establishes accountability for batterer's, and promotes a coordinated community response to domestic violence.
Drug Abuse	If the primary victim qualifies for or requests referral information to a drug abuse agency, may include Narcotics Anonymous, or a drug abuse counselor.
Emergency Medical Intervention	If the primary victim qualifies for or requests immediate medical attention and/or you or someone from your staff thinks an ambulance, or medical professional needs to be contacted.
Information / Referral (<i>in person</i>)	If the victim has contacted your organization and you or someone from your program have been physically present when the victim was given information, or you or another staff member have made a referral in person for the victim.
Law Enforcement Intervention	If the primary victim qualifies for or requests the help of law enforcement to influence or alter the situation in some way. The child may need to contact the police for immediate assistance regarding legal or safety issues.
Telephone contact information/ref	If the referral was made to the victim over the phone or a referral was made over the phone on the victim's behalf.
Witnessed Abuse	If the primary victim qualifies for or requests to talk to a professional about the abuse that they have witnessed. This may include, but is not limited to, a therapist or a counselor.

WyoSafe Reports:

- Individual Programs
- VAWA – Q25- Number of Victims by Service Type
- FVPSA – Number of Victims that have Received Non-Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Non-Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

WyoSafe Data Element: **Service**

Full Element Name: Shelter under service details in child services

Definition Description: The request for the provision of a basic structure or building in which the child can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the child's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the child and their family from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (children) Number of times shelter was provided, Average Shelter stay (days); Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Service**

Full Element Name: Shelter under service details in victim services

Definition Description: The request for the provision of a basic structure or building in which the primary victim can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the victim's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the victim from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q26a- Number of Victims by Shelter Service & Sum of Bed Days Provided to Victims
- FVPSA – Shelter (Primary Victims); Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; Number of Victims by Shelter Status & Demographics(Primary Victims)
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Service**

Full Element Name: Stalking order under service details in victim services

Definition Description: The victim is interested in getting a stalking order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final stalking order has been sought from the court.
Temporary	If a temporary stalking order has been sought from the court.
Yes	If the victim has been granted a final or temporary stalking order.
no	If the victim has not been granted a final or temporary stalking order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Shelter**

Full Element Name: Shelter under service details in child services

Definition Description: The request for the provision of a basic structure or building in which the child can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the child's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the child and their family from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (children) Number of times shelter was provided, Average Shelter stay (days); Number of Victims by Shelter Status & Demographics [Secondary Victims (Children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

Service (Shelter)

WyoSafe Data Element: **Shelter**

Full Element Name: Shelter under service details in victim services

Definition Description: The request for the provision of a basic structure or building in which the primary victim can reside.

Response Format: Closed-format

Choices	When to use choice
Emergency Shelter	Temporary housing which can be provided to help ensure the victim's safety.
Transitional Housing	Supportive housing helps facilitate the movement of the victim from temporary to permanent housing. Basically, it is housing in which people can live for up to 24 months and receive supportive services that enable them to live more independently.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q26a- Number of Victims by Shelter Service & Sum of Bed Days Provided to Victims
- FVPSA – Shelter (Primary Victims); Number of Victims that have Received Shelter Services by Demographics – Gender and Age [Primary Victims]; Number of Victims that have Received Shelter Services by Demographics – Ethnicity and Age [Primary Victims]; Number of Victims by Shelter Status & Demographics(Primary Victims)
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

Source

WyoSafe Data Element: **Source**

Full Element Name: Victim's source of additional income

Definition Description: Apart from primary income, any other income which the victim is receiving.

Response Format: Closed-format

Choices	When to use choice
Child Support	If a periodic payment is made directly or indirectly to the victim by a non-custodial parent to the victim for the care and support of children of a relationship that has been terminated.
Disability	If the victim receives money for a disability which may be physical, sensory, cognitive, or intellectual. Mental disorders and chronic disease may also be considered qualifying disabilities. Disability is defined as "a physical or mental impairment that substantially limits one or more major life activities." A disability may occur during a person's lifetime or may be present from birth. Social Security pays benefits to people who cannot work because they have a medical condition that is expected to last at least one year or result in death. An individual may also have disability insurance which pays an insured person an income when that person is unable to work because of an accident or illness. Include Supplemental Security Income (SSI) if the victim receives payment because they are blind, or disabled. Blind or disabled children can also receive SSI.
Pension	If the victim receives a pension because they are no longer earning a regular income from employment. The common use of the term <i>pension</i> is to describe the payments a person receives upon retirement, usually under pre-determined legal and/or contractual terms.
Public	If the victim receives financial help from public assistance, given to homeless and other financially needy people, the aged, or the inhabitants of a disaster-stricken area; relief.
SSI (Supplemental Security Income)	If the victim receives Supplemental Security Income (SSI) because they have low income, few resources and are age 65 or older. If the victim is blind or disabled and receiving SSI, include this under disability.
Spouse	If the victim receives money from their spouse, this could be that the victim does not work but the spouse supports the victim. The victim could also receive alimony from the spouse after a divorce.
Other	If the victim receives any other form of income not previously mentioned.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Stalking Order**

Full Element Name: Stalking order under service details in victim services

Definition Description: The victim is interested in getting a stalking order, either final or temporary, against the offender.

Response Format: Closed-format

Choices	When to use choice
Final	If a final stalking order has been sought from the court.
Temporary	If a temporary stalking order has been sought from the court.
Yes	If the victim has been granted a final or temporary stalking order.
no	If the victim has not been granted a final or temporary stalking order.

WyoSafe Reports:

- Individual Program
- VAWA – VAWA – Q25- Number of Victims by Service Type; Q27 – Protection and Stalking Orders
- FVPSA –List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **State**

Full Element Name: Offender's state name from offender's contact information

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **State**

Full Element Name: State under the time and location of the incident

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the incident occurred.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **State**

Full Element Name: Victim's state name from victim's contact information

Definition Description: The name of one of the 50 sub-national entities (States) of the United States of America where the victim lives.

Response Format: Closed-format (auto-filled Wyoming)

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Status**

Full Element Name: Status under service details in child services

Definition Description: To determine whether the child's need for basic service, referral, or shelter was met.

Response Format: Closed-format.

Choices	When to use choice
Service not Provided	The service (basic service, referral, shelter) identified or requested by the child was not provided.
Service Provided	The service (basic service, referral, shelter) identified or requested by the child was provided.

WyoSafe Reports:

- Individual Programs
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (Children) Number of times shelter was provided, Average Shelter stay (days); Number of Victims that have Received Non-shelter Services by Demographics –Gender and Age [Secondary Victims(Children)]; Number of Victims by Shelter Status and Demographics [Secondary Victims (children)]; List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (children)]

WyoSafe Data Entry Screen: Child Services

Source: WyoSafe Data Capture Form Child Data

Status

WyoSafe Data Element: **Status**

Full Element Name: Offender's status of employment

Definition Description: The current employment status of the offender.

Response Format: Closed-format

Choices	When to use choice
Employed	The offender has a job that pays wage or a salary either full or part-time.
Unemployed	The offender is without work; jobless.
Disability	The offender is unable to work because they have a medical condition that is expected to last at least one year or result in death.
Retired	The offender has withdrawn from his/her position or occupation; having ended their working or professional career.
Student	The offender attends a school, college, or university.
Unknown	The employment status of the offender is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Status**

Full Element Name: Victim's status of employment

Definition Description: The current employment status of the victim.

Response Format: Closed-format

Choices	When to use choice
Employed	The victim has a job that pays wage or a salary either full or part-time.
Unemployed	The victim is without work; jobless.
Disability	The victim is unable to work because they have a medical condition that is expected to last at least one year or result in death.
Retired	The victim has withdrawn from his/her position or occupation; having ended their working or professional career.
Student	The victim attends a school, college, or university.
Unknown	The employment status of the victim is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

Status

WyoSafe Data Element: **Status**

Full Element Name: Status under service details in victim services

Definition Description: To determine whether the victims' eligibility or requests for basic service, referral, or shelter was met.

Response Format: Closed-format.

Choices	When to use choice
Service Provided	The service (basic service, or referral) identified or requested by the victim was provided.
Service not Provided – Basic Service, Referrals	The service (basic service, or referral) identified or requested by the victim was not provided to the victim. If a basic service or referral was not provided, respond with one of the choices below.
Conflict of Interest	The service or referral was not provided to the victim because there was a conflict of interest between the program and the potential client. Examples include the victim may also be a perpetrator, the perpetrator is currently receiving services, the potential client is banned from your services because of past experiences.
Did not meet eligibility or statutory requirements	The service or referral was not provided to the victim because the victim was not eligible. Examples include a person who is homeless and does not meet domestic violence or sexual assault eligibility requirements.
Geographic or other isolation of victim	The service or referral was not provided to the victim because the victim could not access the services of the program, and transportation could not be provided.
Hours of Operation	The service or referral was not provided to the victim because the organization was not open at the time the service was needed. For example, your organization receives a voice mail requesting help but the caller has left no contact number for you to provide help.
Inadequate language capacity (including sign language)	The service or referral was not provided to the victim because no one could communicate with the victim.
Insufficient/ lack of culturally appropriate services	The service or referral was not provided to the victim because it was not culturally appropriate. For example, a victim is of a particular religion and there is no one at your organization that she/he feels comfortable talking with.
Insufficient/ lack of services for people with disabilities	The service or referral was not provided to the victim because the service was not suitable. For example, a victim in a wheel chair and your building is not wheelchair accessible.
Need not documented	The service or referral was not provided to the victim because there was no written or verbal confirmation that anything was wrong, or that a service was needed.
Program reached capacity	The service or referral was not provided to the victim because there was no capacity. For example, there were no available staff to work with a client when the client came to the office.
Program rules not acceptable to victim	The service or referral was not provided to the victim because the victim did not want to abide by the rules. For example, the client refused to refrain from using drugs or alcohol.
Services inappropriate/inadequate for victims with mental health problems	The service or referral was not provided to the victim because the victim had mental health problems which could not be accommodated. For example, group counseling was not provided because the victim was disruptive to the group.
Services not appropriate for the victim	The service or referral was not provided because the service was not suitable for the victim. A domestic violence or sexual assault program may not be appropriate for someone who is solely dealing with a child custody issue.

Status

Services inappropriate/inadequate for victims with substance abuse problems	The service or referral was not provided to the victim because the victim had substance abuse problems which could not be accommodated. For example, group counseling was not provided because the victim was disruptive to the group.
Services not available for victims by male adolescents	The service or referral was not provided to the victim because the program does not accommodate male adolescents. For example, a victim wants to attend a group but can find no one to care for her male adolescent son, who is not allowed in the group.
Transportation problems	The service or referral was not provided to the victim because the victim could not get to the place of service and service could not be provided over phone.
Other	The service or referral was not provided to the victim for any other reason not already listed.
Service not Provided - Shelter	The shelter service identified or requested by the victim was not provided to the victim. If shelter was not provided respond with one of the choices below.
Turnaway-Shelter Unavailable	The victim was not provided shelter because the program does not offer shelter, either permanently or temporarily.
Turnaway – Lack of Space	The victim was not provided shelter because the shelter was full and there was no alternative to using motel sheltering.
Turnaway- Referred to Another Shelter	The victim was not provided shelter at the place where they inquired because the shelter was full, they were banned, or they were not eligible; however, alternative shelter was recommended to the victim.
Exit –Asked to Leave	The victim was asked to leave the shelter due to overextended stay in shelter, failure to complete a progress plan, or not following shelter/program rules.
Exit –Moved in with Relative/Friend	The victim left the shelter and moved in with relatives or friends – not a place of their own.
Exit – Offender Moved Out	The victim left the shelter and went back to their original residence because the offender was no longer in residence.
Returned to Offender	The victim left the shelter and went back to live with the offender.
Set up New Household	The victim left the shelter because they had a new place of their own.
Without Notification	The victim left the shelter and no one knows where the victim has gone.
Moved to Transitional Housing	The victim left the shelter and moved into a longer term but temporary housing.

WyoSafe Reports:

- Individual Programs
- VAWA – Q21 Victims Distribution by Completion Status and Primary Victimization; Q22 Reasons that Victims seeking services were Not Served or were Partially Served
- FVPSA – Number of victims by Shelter Status & Demographics [Primary Victims]

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Street**

Full Element Name: Offender's street name from offender's contact information

Definition Description: The name of the public way in a thoroughfare (street) in a city or town, usually including the sidewalks and buildings lining one or both sides, in which the offender lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Street**

Full Element Name: Victim's street name from victim's contact information

Definition Description: The name of the public way in a thoroughfare (street) in a city or town, usually including the sidewalks and buildings lining one or both sides, in which the victim lives.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to child notes

Definition Description: Detailed notes about the child.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to incident notes

Definition Description: Detailed notes about the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to offender notes

Definition Description: Detailed notes about the offender.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Offender

Source: WyoSafe Data Capture Form Offender Data

WyoSafe Data Element: **Text**

Full Element Name: Text of the description of the incident

Definition Description: Detailed notes about the incident.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Text**

Full Element Name: Text as it relates to victim notes

Definition Description: Detailed notes about the victim.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data

WyoSafe Data Element: **Time**

Full Element Name: Time of the incident

Definition Description: The time the incident occurred to the victim.

Response Format: Open-format

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Time**

Full Element Name: Time of the victim's initial contact with the program

Definition Description: The time that the victim first had contact with the program, even if in response to mail or telephone inquiries from victim witness programs.

Response Format: HH:MM

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

Type

WyoSafe Data Element: **Type**

Full Element Name: Type of victimization

Definition Description: Type of victimization the victim has experience during this incident.

Response Format: Closed-format

Choices	When to use choice
Adult Sexual Assault	The victim is 18 or older and has been sexually assaulted. This can be physical, verbal, or voyeuristic, and is unwanted and/or against the victim's will, or without their consent.
Adult Molested as Child	The victim is now 18 or over but is reporting an incident that happened to them when they were under the age of 18.
Assault	The victim has been assaulted. This includes physical attacks, or threatening gestures that would alarm any reasonable person.
Breach of Peace	The victim has witnessed any act or conduct that seriously endangers or disturbs public peace and order. Examples include using abusive or obscene language in a public place, resisting a lawful arrest, and trespassing or damaging property when accompanied by violence.
Child Physical Abuse	The victim is under the age of 18 and the incident involved non-accidental abuse. The incident resulted in physical injury to the victim which may have been by punching, beating, kicking, biting, burning, or otherwise harming a child.
Child Sexual Abuse	The victim is under the age of 18, and unwanted sexual behaviors have taken place. Behaviors that are sexually abusive often involve bodily contact, such as in the case of sexual kissing, touching, fondling of genitals, and oral, anal, or vaginal intercourse. However, behaviors may be sexually abusive even if they don't involve contact, such as in the case of genital exposure ("flashing"), verbal pressure for sex, and sexual exploitation for purposes of prostitution or pornography.
Credit Card Fraud	The victim has experience theft or fraud committed against them by unauthorized use of a credit card or any similar payment mechanism as a fraudulent source of funds in a transaction.
Criminal Trespass	The victim has experienced a non licensed or privileged person entering or remaining in a place where they are not authorized to be.
Domestic Violence	The victim has had a family member, partner, or ex-partner attempting to physically or psychologically dominate them. It can include physical violence, sexual abuse, emotional abuse, intimidation, economic deprivation, or threats of violence. It can also include passive abuse such as neglect, spiritual, or intellectual abuse.
DUI/DWI Crash	The victim has been the victim of an incident in which another person was driving under the influence of alcohol or other drugs. Examples would include an intoxicated driver hitting the victim's car, or an intoxicated driver damaging the victim's property.
Elder Abuse	The victim is an elderly person (50 years or older) and has been subjected to abuse which may be physical, sexual, emotional, financial, or neglect. 1) Physical abuse is the willful infliction of pain or injury such as slapping, bruising, or restraining, 2) Sexual abuse is the infliction of non-consensual sexual contact of any kind, 3) Emotional or psychological abuse is the infliction of mental or emotional anguish, such as humiliating, intimidating, or threatening, 4) Financial or material exploitation is the improper act or process of an individual, using the resources of an older person, without his/her consent, for someone else's benefit, 5) Neglect is the failure of a caretaker to provide goods or

Type

	services necessary to avoid physical harm, mental anguish or mental illness, such as abandonment, denial of food, or health related services.
Forgery	If the victim has experienced intent to defraud whereby a false product is made to appear true.
Hit and Run	If the incident involved the offender colliding with the victim, their personal property (including their motor vehicle) or a fixture, and failing to stop and identify oneself.
Identity Theft	If the offender has fraudulently pretended to be the victim in order to steal money or get other benefits.
Insufficient Funds (Non-sufficient Funds)	If the victim has received a payment (a check) which cannot be honored because insufficient funds are available in the account in which the check was drawn. In other words, a check has been presented for clearance, but the amount written on the check exceeds the available balance in the account. Also known as a bad check, a bounced check.
Kidnapping	The victim had been captured and carried away by another person against their will and who held them in false imprisonment.
Property Destruction	The victim has experienced willful or malicious destruction, injury, disfigurement, or defacement of their property, real or personal, without their consent.
Robbery	The victim was involved in an incident where something of value was taken or attempted to be taken from the care, custody, or control of them by force, threat of force, violence or threat of violence and/or by putting the victim in fear. The short definition of robbery is theft from a person by use of force or fear. The necessary elements of the crime are specific intent and theft from a person by use of force or fear. The level of force or fear does not have to be great to meet the statutory requirement.
Shoplifting	The victim has had goods from their retail establishment stolen.
Stalking	The victim has received unwanted attention in a series of actions from someone which, when taken individually, might constitute legal behavior. For example, sending flowers, writing love notes, and waiting for someone outside their place of work are actions, that on their own, are not criminal. When these actions are coupled with an intent to instill fear or injury, however, they may constitute a pattern of behavior that is illegal.
Survivor of Homicide	The victim is an individual who had special ties of kinship with the person murdered, and who was therefore victimized not only by the loss of someone close but also by the horrific circumstances of the untimely death. Survivors are usually thought of as family members or close friends, but at times, the term may include people with seemingly more distant relationships such as neighbors, schoolmates, and members of the community at large.
Traffic Violation (Accident)	The victim has been involved in a traffic accident and the offender has no insurance.
Unknown	The victim is not sure what crime has been committed against them.

WyoSafe Reports:

- Individual Program
- VAWA Q. 21 Victims Distributed by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, Stalking); Q. 24 Victim Distribution by Completion Status and Primary Victimization (Adult Sexual Assault, Domestic Violence, Stalking)

Units

- VOCA – Number of victims served during the reporting period. A victim is counted once per incident in which he/she received services - Victimization
- State Summary – Unduplicated Count of Victims with at Least One Incident – Counts of Incidents by Victimization

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Units**

Full Element Name: Units under service details in child services

Definition Description: The number of times that a service has been provided to the child. Units can all be entered for one date, or different units can be entered on the dates that they occurred.

Response Format: Open-ended. This entry can be from 0 to 99

WyoSafe Reports:

- Individual Program
- VAWA – Q26b Number of Victims by Shelter Service & Sum of Bed Days Provided to Children
- FVPSA – Shelter Secondary Victims (Children) Number of times shelter was provided, Average Shelter stay (days); List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Secondary Victims (children)]

Source: WyoSafe Data Capture Form None

WyoSafe Data Element: **Units**

Full Element Name: Units under service details in victim services

Definition Description: The number of times that a service has been provided to the victim. Units can all be entered for one date, or different units can be entered on the dates that they occurred.

Response Format: Open-ended. This entry can be from 0 to 99

WyoSafe Reports:

- Individual Program
- VAWA – Q25 Number of Victims by Service Type; Q26a Number of Victims by Shelter Service & Sum of Bed Days Provided to Victims; Q27 Protection and Stalking Orders
- FVPSA – Shelter Primary Victims - Number of times shelter was provided, Average Shelter stay (days); List of Provided Non-Shelter Services and Number of Victims Counted Once for each Service [Primary Victims]
- VOCA – Number of Received Services during the Reporting Period
- State Summary – Unduplicated Count of Victims with at Least One Incident – Number of Times Service was Provided

WyoSafe Data Entry Screen: Victim Services

Source: WyoSafe Data Capture Form Services Data

WyoSafe Data Element: **Victim Lives With the Offender**

Full Element Name: Victim lives with the offender as it relates to the victim's relationship with offender

Definition Description: The victim and offender are currently living in the same residence

Response Format: Checkbox

WyoSafe Reports:

- Individual Program.

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Victim Relationship**

Full Element Name: Victim relationship to the child

Definition Description: The victim's relationship to the child.

Response Format: Closed-format

Choices	When to use choice
Father	The victim is the male parent of the child.
Step-father	The victim is the husband of the child's mother, but not the child's natural father.
Father's Intimate Partner	The victim is an intimate partner of the child's father.
Mother	The victim is the female parent of the child.
Step-mother	The victim is the wife of the child's father, but not the child's natural mother.
Mother's Intimate Partner	The victim is an intimate partner of the child's mother.
Sibling	The victim is a natural sister or brother of the child.
Grandparent	The victim is the parent of the child's mother or father.
Other Relative	The victim is any other relative not a father, mother, sibling, step-father, step-mother, grandparent, father's intimate partner, or mother's intimate partner who is related to the child by blood, marriage, or adoption.
Other	The relationship between the child and the victim is something else that has not already been mentioned.
Unknown	The relationship between the child and the victim is not known.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Child

Source: WyoSafe Data Capture Form Child Data

WyoSafe Data Element: **Victim Wants to Notify Police**

Full Element Name: Victim wants to notify police about the incident

Definition Description: The victim has not yet notified the police about the incident, but intends to contact the police about this incident in the future.

Response Format: Checkbox

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Weapons**

Full Element Name: Weapons used by the offender

Definition Description: The weapons that the offender used during the incident. A weapon can be defined as a tool used to apply or threaten to apply force for the purpose of attacking.

Response Format: Closed-format

Choices	When to use choice
Gun	If the offender had a weapon that discharges a missile at high velocity (especially from a metal tube or barrel). This may include hand guns, rifles, etc.
Hands/Feet	If the offender used physical force with the victim, this may include kicking, punching, slapping, or restraining the victim during the incident.
Knife/Cutting Instrument	If the offender used an instrument consisting of a sharp blade at the time of the incident.
None	If the offender used no weapons of which the victim was aware during the incident.
Other:	If the offender used another type of weapon during the incident that is not already mentioned. This may include bats, rope, car, teeth, etc.

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Incident

Source: WyoSafe Data Capture Form Incident Data

WyoSafe Data Element: **Work Phone**

Full Element Name: Victim's work phone number from victim's contact information

Definition Description: The work telephone number for the victim, listed with the three digit area code.

Response Format: (- - -) - - - - -

WyoSafe Reports:

- Individual Program

WyoSafe Data Entry Screen: Victim

Source: WyoSafe Data Capture Form Victim Data